January 2025

Name

Address

Address

Dear name:

We are providing you with instructions and covered person information to assist you in meeting the upcoming 2025 IRS reporting responsibilities required by the Affordable Care Act.

You must complete IRS Forms 1094-B and 1095-B. As part of completing Form 1095-B, you will need to provide “Covered Individual” information. Enclosed is the relevant information for Form 1095-B, “Covered Individual,” for January 1 – December 31, 2024. The information provided is what we have in our records as of December 31, 2024.

Also, for instructions on completing Form 1095-B, you can find the following documents under the *Congregational Reporting to IRS for Corinthian Plan* section on the TCP website: [https://www.mennoniteusa.org/ministry/the-corinthian-plan/](https://protect-us.mimecast.com/s/9XXECjRNwBtR7O3cWQ4qq?domain=mennoniteusa.org/):

* Congregational Instructions for Filing – This document explains how to complete the forms step-by-step.
* 2024 Form 1094-B Sample Data – Sample form completed with fictitious data.
* 2024 Form 1095-B Sample Data – Sample form completed with fictitious data.
* 2024 Form 1094-B – This is the transmittal form to complete and file with the IRS.
* 2024 Form 1095-B - This form needs to be completed, provided to each covered employee, and filed with the IRS.
* 2024 Instructions for Forms 1094-B and 1095-B – Complete IRS Instructions (Page three gives instructions on where to file forms)

**To avoid a penalty for the congregation, you, on behalf of the congregation, must:**

* **Provide Form 1095-B to employees by March 3, 2025**
* **File Form 1094-B and copies of all Form 1095-B forms with the IRS by February 28, 2025 (March 31, 2025, if filing electronically)**

If you have any questions, please contact your Corinthian Plan Area Representative or Duncan Smith (Director). Contact information can be found on The Corinthian Plan website. You can also contact me at the Goshen Everence office.

Sincerely,



Patrick Tibbs

GroupCare Operations Manager