

2015 TAX-YEAR DOCUMENTS

In this year's W-2 envelope, Crane employees will find a new form besides the familiar W-2. The IRS requires companies like Crane Interiors report to its employees what Major Medical Insurance it has offered to them in 2015. We have done that on the new **1095C** form.

Form-1095C is strictly for employee information. Employees should not include it with their 2015 tax return filing. Crane's **1095C** tells the employee whether s/he should expect to receive a **Form-1095B** from **Blue Cross Blue Shield of Tennessee (BCBST)**. The information on the **Form-1095B** is what the employee may need to use to complete their federal tax filing.

HOW TO USE FORM-1095C

First, look on line 14 of the **1095C**. One of two codes is printed: **1H** -- if Crane did not offer the employee Major Medical Insurance in the month or year; and **1A** -- if Crane offered the employee Major Medical Insurance in the month or year. Next, look on line 16 of the **1095C**. One of five codes is printed: **2A** -- if a full-time employee did not work on any day in the month/year; **2B** -- if the employee worked part-time in the month/year; **2C** if the employee accepted Crane's offer of Major Medical Insurance; **2D** -- if the employee was in the "waiting" period for that insurance; and "**blank**" (no code) if the employee waived Crane's offer of Major Medical Insurance.

If line 16 has a **2C** for any month/year, the employee should expect to receive a **Form-1095B** from **BCBST**, which details whom that insurance covered. Employees must report **Form-1095B** information and/or absence of Major Medical insurance on their federal tax filing for tax-year 2015. Crane must send a copy of each employee's **1095C** to the IRS. If an employee thinks Crane has reported insurance status incorrectly, s/he should contact HR so Crane sends the right info to the IRS.

UNEXPECTED LAST MINUTE DELAYS

On December 28, 2015 the IRS notified everyone that they were delaying when **BCBST** had to send out the **1095B** from February 1, 2016 until March 31, 2016. Crane does not know and has no control as to when **BCBST** plans to mail the **1095B**.

Also, the IRS has granted special relief to certain employees and related individuals who receive their Form **1095-B** after they have filed their returns. For 2015 only, individuals who rely upon other information received from their coverage providers about their coverage for purposes of filing their returns will NOT be required to amend their returns once they receive the Form **1095B** or Form **1095C** or any corrections.