Shelter Island Union Free School District

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January 15, 2025

Subject: Important Notice Regarding IRS Form 1095-C

Dear Shelter Island School District Employees,

We are writing to inform you of an important change to how the IRS Form 1095-C will be provided effective 2024 tax year.

Form 1095-C provides information about the health insurance coverage offered to you by the Shelter Island UFSD. This form is used to help you determine whether you were eligible for health coverage through your employer and to confirm your coverage when filing your federal income tax return.

In accordance with updated IRS guidance, employers are no longer required to automatically mail Form 1095-C to all employees. Instead, the Shelter Island Union Free School District will make these forms available upon request.

If you would like to receive a copy of your Form 1095-C, you may request one using any of the following methods:

Email: Send your request to mallory.clark@shelterisland.k12.ny.us with the subject line "Form 1095-C Request."

Phone: Call the School District Business Office at (631) 749-0302 ext.110

Mail: Send a written request to:
Shelter Island Union Free School District
Attn: Business Office
P.O. Box 2015
Shelter Island, NY 11964

Thank you for your attention to this important update.

Sincerely,
Mallory Clark
Business Office
Shelter Island Union Free School District