

EMPLOYER ACA REPORTING

FINAL 2023 FORMS AND ELECTRONIC FILING REQUIREMENT



REPORTING DEADLINES

March 1, 2024

Individual statements for 2023 must be furnished within 30 days of Jan. 31, 2024. **Because 2024 is a leap year, the deadline for individual statements is March 1, 2024.**

February 28, 2024

Paper IRS returns for 2023 must be filed by Feb. 28, 2024; **however, this will not be an option for most employers.**

April 1, 2024

Electronic IRS returns for 2023 must be filed by March 31, 2024. **However, since this is a Sunday, electronic returns must be filed by the next business day, which is April 1, 2024.**

Action Steps

Employers should become familiar with these forms and instructions for 2023 calendar year reporting and **begin to explore options for filing ACA reporting returns electronically** (e.g., they may be able to work with a third-party vendor to complete the electronic filing). Reporting entities that may be in a position to perform their own electronic reporting can review the IRS' [ACA Information Returns \(AIR\) Program webpage](#).

Final Forms and Instructions for 2023 ACA Reporting Released

The IRS has released final 2023 forms and instructions for reporting under Internal Revenue Code Sections 6055 and 6056:

- **2023 Forms [1094-C](#) and [1095-C](#) (and [instructions](#))** will be used by ALEs to report under Section 6056 as well as for combined Section 6055 and 6056 reporting by ALEs who sponsor self-insured plans.

No major substantive changes were made to the final forms and instructions for 2023 reporting.

Final Instructions Address New Electronic Filing Threshold

The 2023 instructions include information on the new electronic filing threshold for information returns required to be filed on or after Jan. 1, 2024, which has been **decreased to 10 or more returns** (originally, the threshold was 250 or more returns).

Specifically, the instructions provide the following clarifications and reminders:

- The 10-or-more requirement applies in the aggregate to certain information returns. **Accordingly, a reporting entity may be required to file fewer than 10 of the applicable Form 1094 and 1095, but still have an electronic filing obligation based on other kinds of information returns filed** (e.g., Forms W-2 and 1099).
- A hardship waiver may be requested from the electronic filing requirement by submitting [Form 8508](#). Reporting entities are encouraged to submit Form 8508 at least 45 days before the due date of the returns, but no later than the due date of the returns.
- The formatting directions in the instructions are for the preparation of **paper** returns. When filing forms electronically, the formatting set forth in the "XML Schemas" and "Business Rules" published on IRS.gov must be followed **rather than the formatting directions in the instructions**. For more information regarding electronic filing, see IRS Publications [5164](#) and [5165](#).