

ACA ez1095 Software

Quick Start Guide



Halfpricesoft.com

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Install and Launch ez1095 Software

Step 1: Install and start ez1095 Software

If you have not installed ez1095 software, you need to download and install it first.

<http://www.halfpricesoft.com/aca-1095/form-1095-software-free-download.asp>

After you installed the ez1095 software, you will see a new shortcut created on desktop. You can double click this shortcut to start ez1095 software.



If you are using the trial version of ez1095 software, you will see the key input pop up screen. You can enter the key code here or click the "TRY DEMO Version" to try this software for free. (Note: The trial version will print TRIAL image on forms.)

Step 2: Set up Company Information

A screenshot of the ez1095 software interface. The main window is titled 'ez1095 (2015) --- Company' and has a menu bar with 'Current Company', 'Company Management', 'Import', 'License Key', and 'Help'. Below the menu bar are icons for 'Company Settings', 'Form 1094-B', 'Form 1095-B', 'Form 1094-C', and 'Form 1095-C'. A 'Company Setup' dialog box is open in the foreground, titled 'Company Setup' and 'Employer Setup'. The dialog box contains the following fields:

Company Information		ID and Selection	
Company Name:	My company	Employer Tax ID (EIN):	12-3123213
Contact First Name:	Karen	<input checked="" type="checkbox"/> Truncate SSN	
Contact Middle Init:			
Contact Last Name:	Smith		
Street Address 1:	1234 Main Street		
Street Address 2:			
City:	My City		
State:	ALABAMA		
Zip:	91234		
Country:	United States		
Contact telephone:	(123)123-1231		

At the bottom of the dialog box are 'Save' and 'Close' buttons. Orange arrows in the screenshot point to the 'Current Company' menu item and the 'Company Settings' icon, indicating the path to reach the 'Company Setup' dialog box.

ez1095 software: How to Print Form 1095-C and 1094-C

ez1095 software makes it easy to print tax form 1095 and 1094. Here is the step by step guide to print form 1095-C and 1094-C.

Preprinted 1095 and 1094 forms are not necessary!

- Form 1095 C: Employer-Provided Health Insurance Offer and Coverage Insurance
- Form 1094 C: Transmittal of Employer-Provided Health Insurance Offer and Coverage Information Returns

Step 1: Start ez1095 Software

Step 2: Set up Company Information

- Start ez1095 software, click the top menu "Current Company" then the sub menu "Company Settings" to view company set up screen.

Step 3: Add Tax Form 1095-C

- Click the top menu "Current Company" then the sub menu "Form 1095-C" to view 1095C screen.

- Click the bottom link "Add 1095 C" to add a new form, enter data and save it.

IRS Form 1095 C Instructions

<https://www.irs.gov/pub/irs-prior/i109495c--2015.pdf>

ez1095 (2015) --- Company

Current Company Company Management Import License Key Help

Company Settings Form 1094-B Form 1095-B Form 1094-C Form 1095-C

Select All Forms **1095-C List**

Checked	ID	Employee SS	Name
<input type="checkbox"/>	2	123-12-3333	Jane Smith
<input type="checkbox"/>	1	555-55-5555	Richard Jone

Add a new form

[Add 1095-C](#) [Edit ID 2 \(123-12-3333/Jane Smith form\)](#) [Delete All 1095-C](#)
[Delete ID 2 \(123-12-3333/Jane Smith form\)](#) * Warning: this action will delete all 1095C forms and you can't recover the deleted data!

Print Forms Save PDF Refresh List Help

Edit 1095-C

Save Close [IRS Instructions](#)

2015 1095-C
Employer-Provided Health Insurance Offer and Coverage

VOID
 CORRECTED

Part I Employee

1 Name of employee **2 Social security number (SSN)**

First M.I. Last

3 Steet address (including apartment no.) Address 2

Address 1 **4 City or town** **5 State or province** **6 Country and ZIP or foreign postal code**

Country Zip Code

Applicable Large Employer Member (Employer)

7 Name of Employer **8 Employer identification number (EIN)**

My company 12-3123213

9 Steet address (including room or suite no.) **10 Contact telephone number**

1234 Main Street (123)123-1231

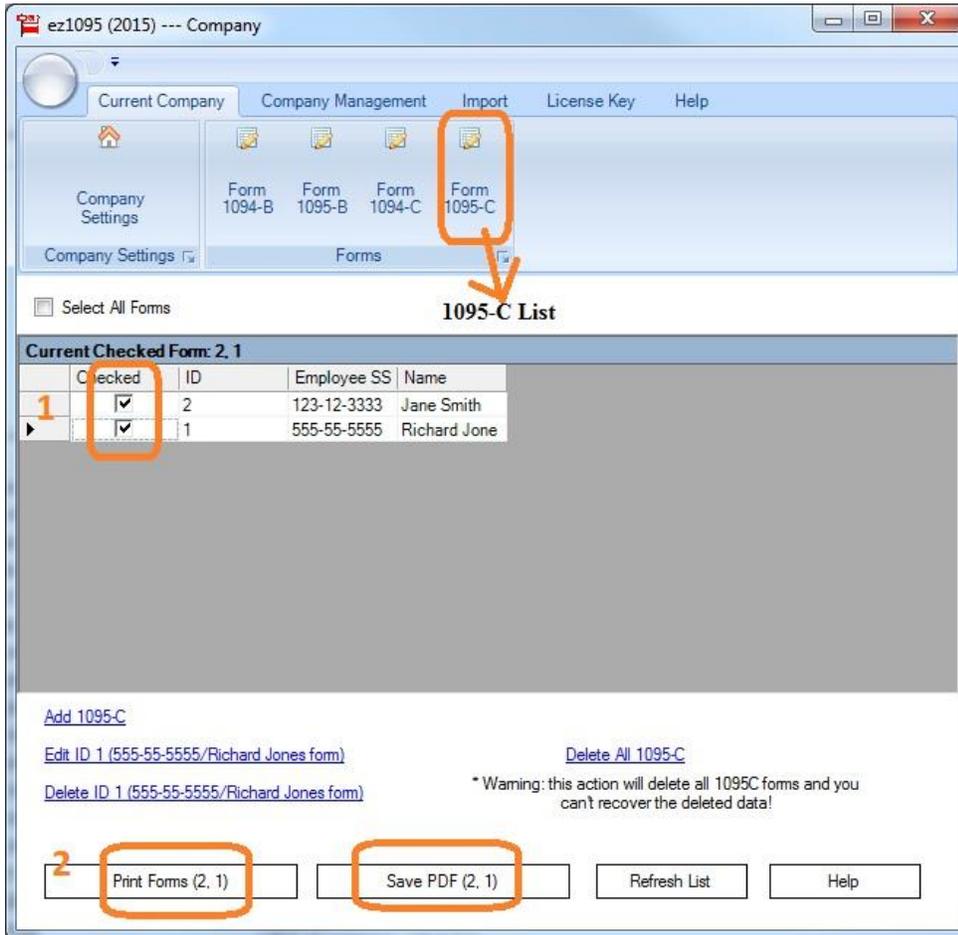
11 City or town **12 State or province** **13 Country and ZIP or foreign postal code**

My City AL US 91234

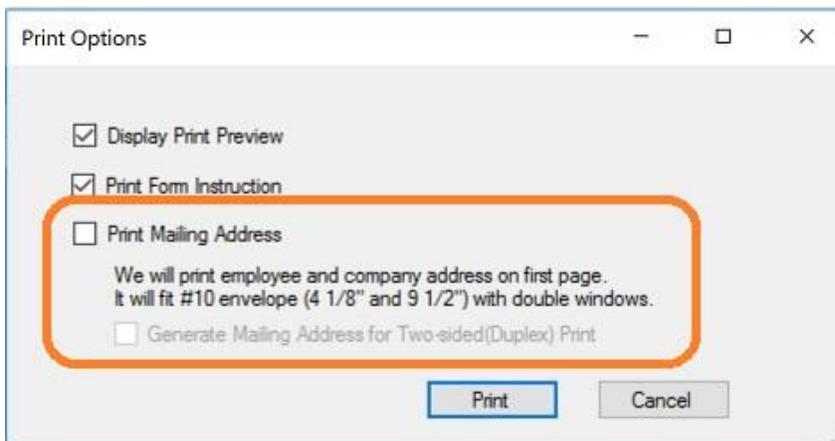
Part II ALE Member Information - Monthly Plan Start Month (Enter 2-digit number:)

14 Offer of Coverage (enter required code) **15 Employee Share of Lowest Cost Monthly Premium, for Self-Only Minimum Value Coverage** **16 Applicable Section 4980H Safe Harbor (enter code, if applicable)**

Step 4: Print Tax Form 1095-C

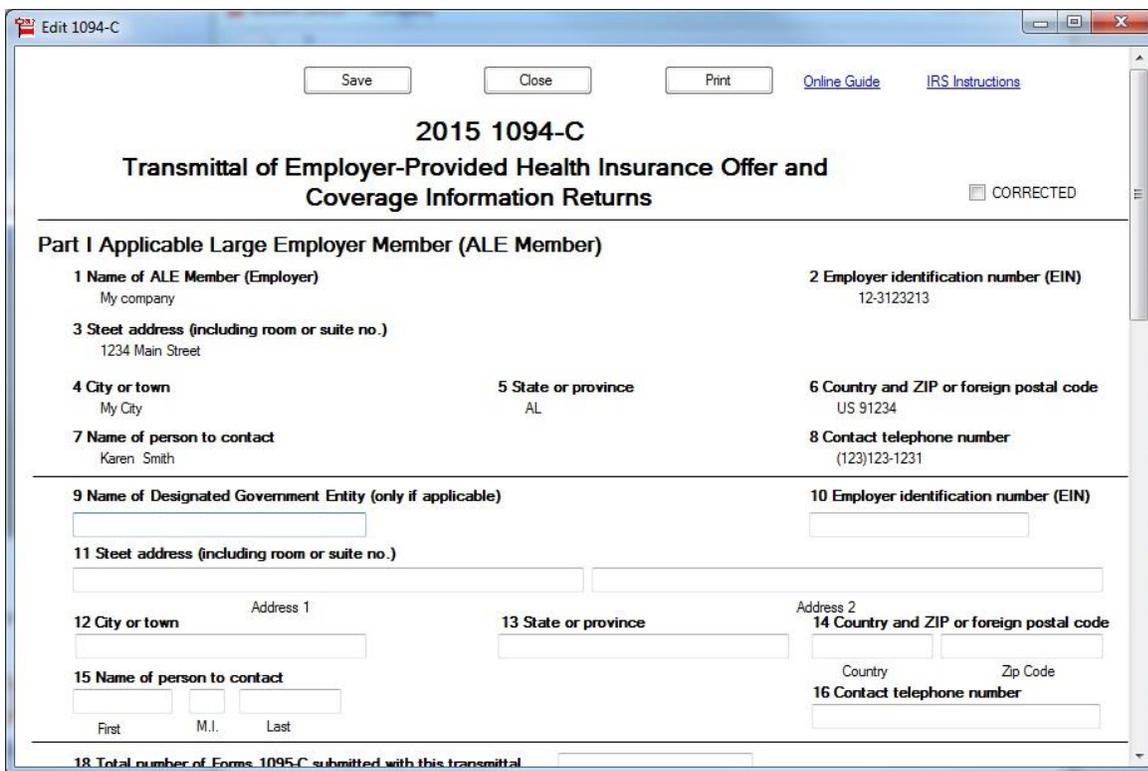
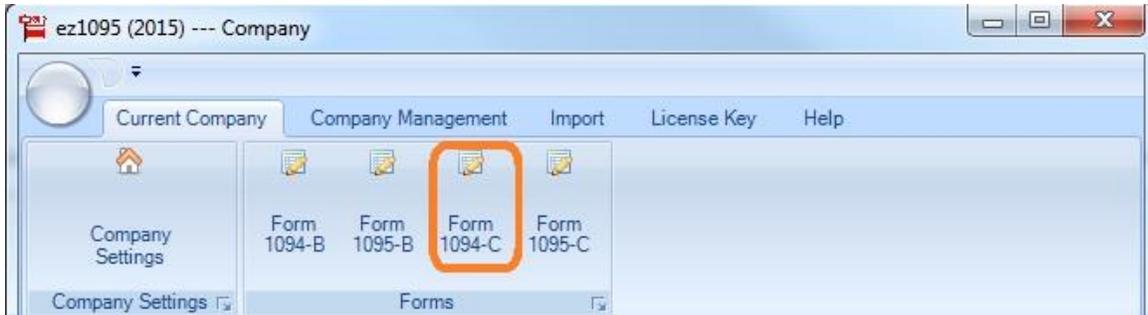


You can print optional shipping address to mail forms with #10 double windows envelopes easily.



Step 5: Print Tax Form 1094-C

Click the top menu "Current Company" then the sub menu "Form 1094-C" to view 1095-C screen.



The screenshot shows the 'Edit 1094-C' form. At the top, there are buttons for 'Save', 'Close', and 'Print', along with links for 'Online Guide' and 'IRS Instructions'. The form title is '2015 1094-C Transmittal of Employer-Provided Health Insurance Offer and Coverage Information Returns'. A 'CORRECTED' checkbox is visible. The form is divided into sections for 'Part I Applicable Large Employer Member (ALE Member)' and 'Part II Designated Government Entity'. The 'Part I' section includes fields for: 1 Name of ALE Member (Employer), 2 Employer identification number (EIN), 3 Street address (including room or suite no.), 4 City or town, 5 State or province, 6 Country and ZIP or foreign postal code, 7 Name of person to contact, and 8 Contact telephone number. The 'Part II' section includes fields for: 9 Name of Designated Government Entity (only if applicable), 10 Employer identification number (EIN), 11 Street address (including room or suite no.), 12 City or town, 13 State or province, 14 Country and ZIP or foreign postal code, 15 Name of person to contact, and 16 Contact telephone number. At the bottom, there is a field for 18 Total number of Forms 1095-C submitted with this transmittal.

Note: ez1095 software can print both 1095-C and 1094 C forms for IRS and recipients on white paper. No pre-printed form is needed.

Sample 1095 C form

Form **1095-C** **Employer-Provided Health Insurance Offer and Coverage** VOID 600116
OMB No. 1545-2251
 Department of the Treasury Internal Revenue Service CORRECTED **2015**
 Information about Form 1095-C and its separate instructions is at www.irs.gov/form1095c

Part I Employee **Applicable Large Employer Member (Employer)**

1 Name of employee: **BRIAN P Test** 2 Social security number (SSN): **555-13-2333** 7 Name of employer: **FIRST ENGINEERING INC.** 8 Employer identification number (EIN): **94-1231231**
 3 Street address (including apartment no.): **223 DEVONSHIRE BLVD.** 9 Street address (including room or suite no.): **875 First Steet RD.** 10 Contact telephone number: **(123)321-2312**
 4 City or town: **Los Angeles** 5 State or province: **CA** 6 Country and ZIP or foreign postal code: **90001** 11 City or town: **Los Angeles** 12 State or province: **CA** 13 Country and ZIP or foreign postal code: **90001**

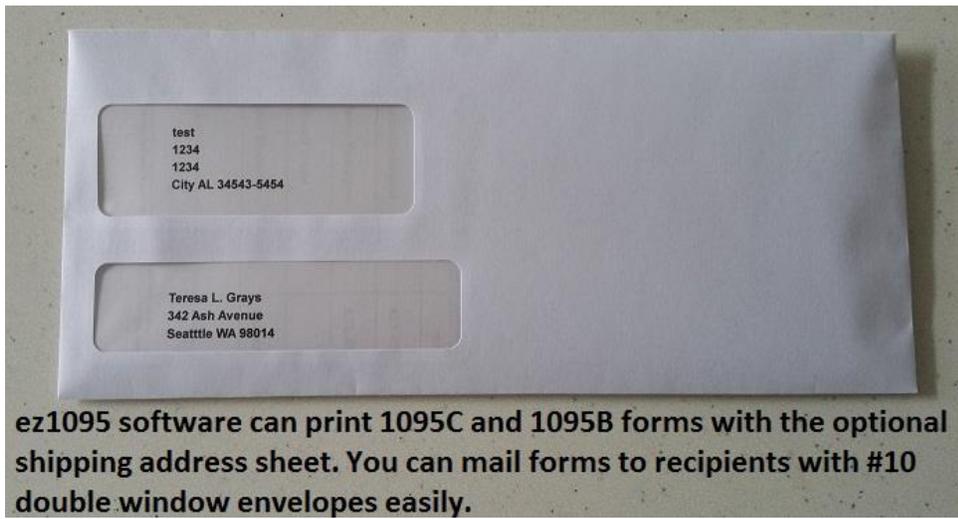
Part II Employee Offer and Coverage Plan Start Month (Enter 2-digit number): **02**

	All 12 Months	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
14 Offer of Coverage (enter required code)			1D	1D	1D	1D	1D	1E	1D	1D	1D	1D	1D
15 Employee Share of Lowest-Cost Monthly Premium, for Self-Only Minimum Value Coverage	\$	\$	\$ 897.04	\$ 897.04	\$ 897.04	\$ 897.04	\$ 897.04	\$ 897.04	\$ 897.04	\$ 897.04	\$ 897.04	\$ 897.04	\$ 884.31
16 Applicable Section 4980H Safe Harbor (enter code, if applicable)													

Part III Covered Individuals
 If Employer provided self-insured coverage, check the box and enter the information for each covered individual.

(a) Name of covered individual(s)	(b) SSN	(c) DOB (if SSN is not available)	(d) Covered all 12 months	(e) Months of Coverage											
				Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
17 Lily Test	570-12-3123		<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>										
18			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
19			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
20			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
21			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
22			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

For Privacy Act and Paperwork Reduction Act Notice, see separate instructions. Cat. No. 60705M **Form 1095-C** (2015)



ez1095 software can print 1095C and 1095B forms with the optional shipping address sheet. You can mail forms to recipients with #10 double window envelopes easily.

ACA Software ez1095: How to Import 1095C Data from a Spreadsheet

ez1095 ACA software makes it easy to file ACA form 1095C and 1094C. Here is the step by step guide to import 1095C data from .csv file. ez1095 supports quick data import feature to help customers file forms easily and quickly.

Other data import options:

[-How to import data from XML efile documents](#)

[-How to roll forward last year's data](#)

Step 1: Start ez1095 Software

Step 2: Download Sample Data Files (optional)

We would like to suggest you download the sample data file. So you can follow the templates to build your data files easily.

You can download the file and save them to your local folder. You need to unzip them first. If you cannot unzip files, please feel free to [contact us](#). We can email you the test files.

http://www.halfpricesoft.com/aca-1095/aca_sample_files_1095C.zip

How to convert Excel to .csv file

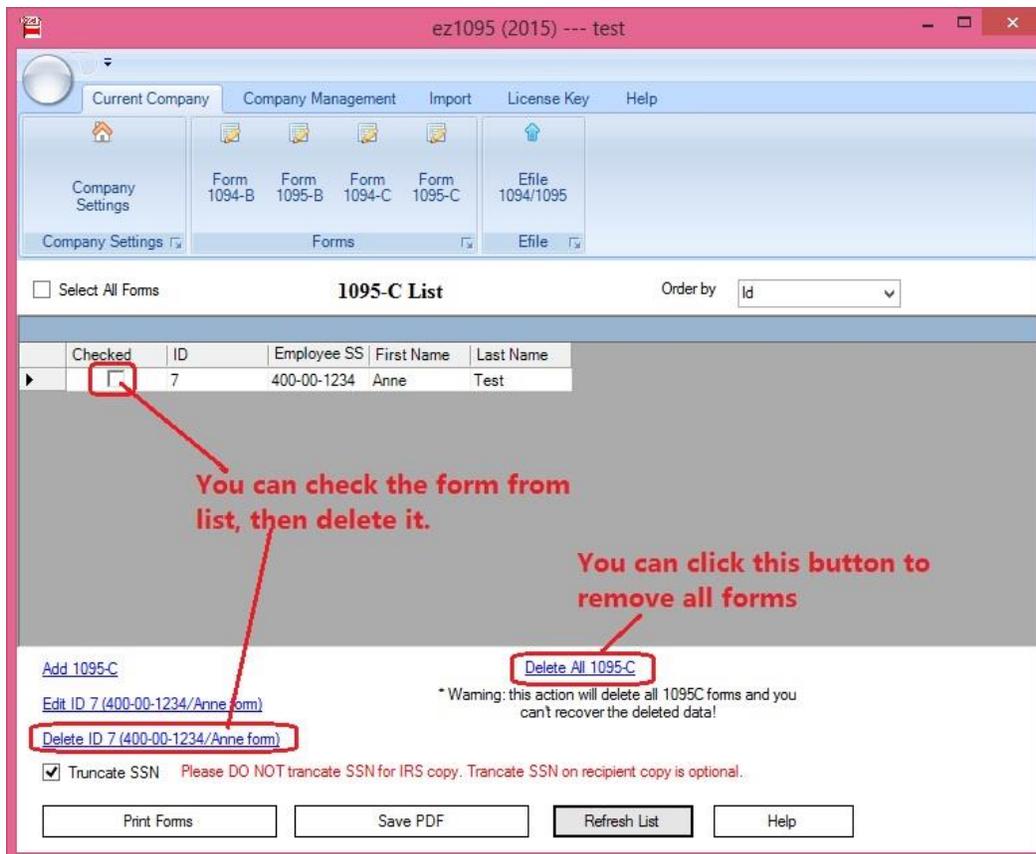
ez1095 can import data from .csv file. If you have data in Excel format, you can convert your file to .csv file easily

-Clicking Excel file top menu "File", then click "Save As"

-Then save file as .csv (comma delimited) file.

Step 3: Clear Form List (Optional)

If you have test data in Form list, please remove it first.



Step 4: Import 1095-C Data

You should Import 1095-C Data BEFORE import 1095-C covered individuals data

Click the top menu "Import" then click the sub menu "Import 1095C Data" to view data import screen. You can follow the guide on form to import data.

- Step 4.1: select the data file

If the data file is opened by other application (ie: Excel) now, please close it first. You can not open the same file with two applications at the same time.

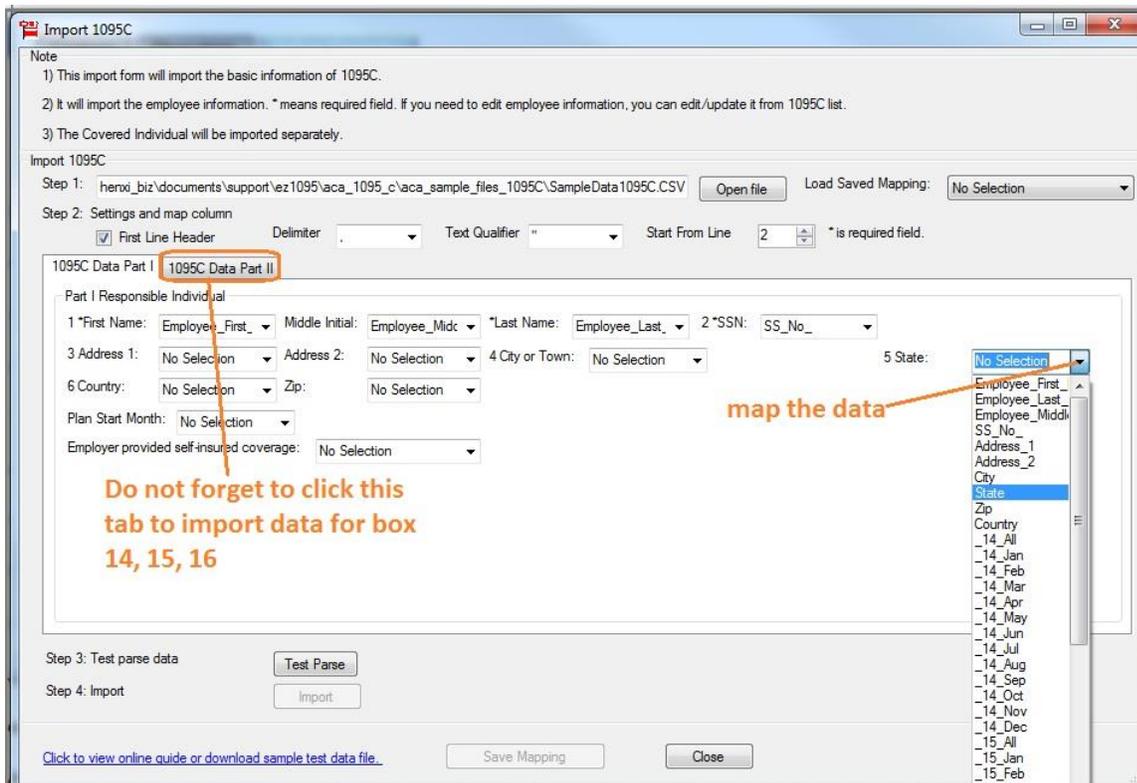
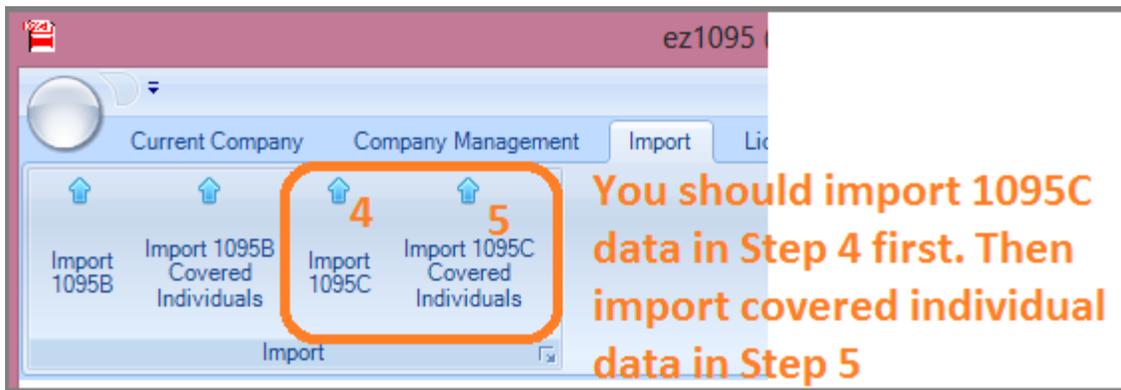
- Step 4.2: Map the data. You need to map all the fields one by one. Or if you saved data map before, you can choose a saved mapping to save time.

- Step 4.3: If you need to import data for Part II on 1095C form, do not forget to click the second tab "1095C Data part II" to map data for box 14, 15, 16.

- Step 4.4: Click "Test Parse" button

- Step 4.5: Click the "Import" button if there is no error in step 4.

- Step 4.6: You can click "Save Mapping" button to save your mapping for future use.



Click to view larger image

Click to view larger image

Step 5: Import 1095-C covered individuals

Click the top menu "Import" then click the sub menu "Import 1095C Covered Individual" to view data import screen. You can follow the guide on form to import data.

- Step 5.1: select the data file

If the data file is opened by other application (ie: Excel) now, please close it first. You can not open the same file with two applications at the same time.

- Step 5.2: Map the data. You need to map all the fields one by one. Or if you saved data map before, you can choose a saved mapping to save time.

- Step 5.3: Click "Test Parse" button

- Step 5.4: Click the "Import" button if there is no error in step 4.
- Step 5.5: You can click "Save Mapping" button to save your mapping for future use.

How to enter the data for box d and e in the CSV file

G	H	I	J	K	L	M	N	O
Covered All	Covered Jan	Covered Feb	Covered Mar	Covered Apr	Covered May	"Covered Jun"	Covered Jul	Covered Aug
TRUE								
TRUE								
FALSE						TRUE	TRUE	TRUE
FALSE						TRUE	TRUE	TRUE

If you do not need to check the field, enter "FALSE" here or leave it blank. Enter "TRUE" for the month with coverage

Click to view larger image

The screenshot shows the 'Import 1095C Covered Individuals' application window. It includes a 'Note' section with instructions, a file selection step, and a 'Settings and map column' section. The '1095C Covered Individual Data' section contains dropdown menus for mapping CSV columns to fields like 'Response_SSN', 'First Name', 'Middle Name', 'Last Name', 'SS_No_', 'DOB', and 'Covered' for each month. A red arrow points to the 'Oct' dropdown menu with the text 'map the data'.

Click to view larger image

Step 6: Review, Edit and Print Forms

After you import data, you can click the top menu "Current Company" then "Form 1095-C" to view the form list. Please do not forget to click the **"Refresh List"** button.

You can select one form from list to review the data, edit form, print form or generate efile document. More information can be found from [Quick Start Guide](#)

Trouble Shooting

- Q1: Why I cannot see any data from 1095C list after I import data successfully.

Answer: Please click the "Refresh List" to view the new data.

- Q2: I imported the data, but Part II fields are blank when I view Form 1095-C.

Answer: Please double check step 4.3 in above guide and make sure you import the data for box 14, 15, 16.

ez1095 software: How to Print Form 1095-B and 1094-B

ez1095 software makes it easy to print tax form 1095 and 1094. Here is the step by step guide to print form 1095-B and 1094-B.

Preprinted 1095 and 1094 forms are not necessary!

Step 1: Start ez1095 Software

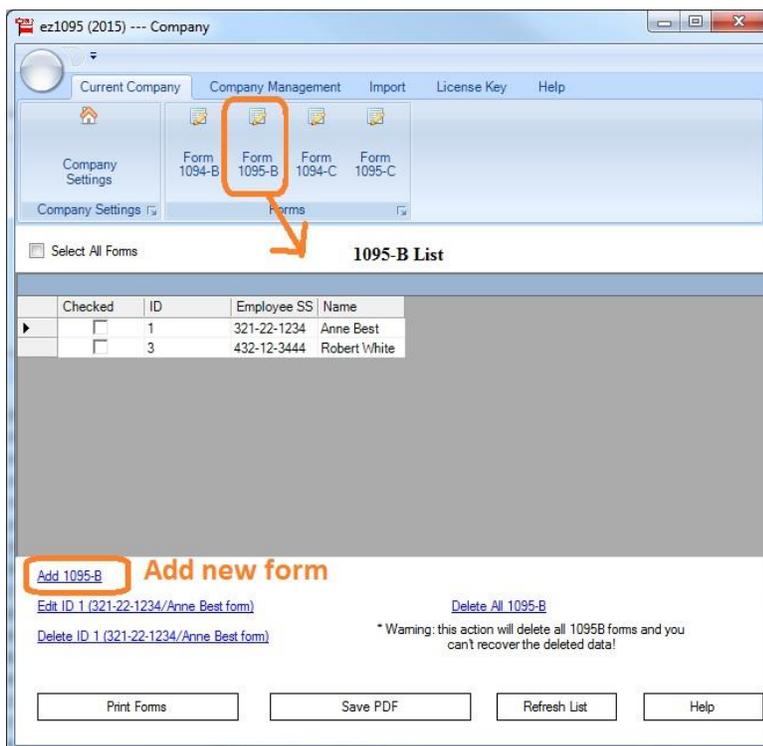
Step 2: Set up Company Information

- Start ez1095 software, click the top menu "Current Company" then the sub menu "Company Settings" to view company set up screen.

Step 3: Add Tax Form 1095-B

- Click the top menu "Current Company" then the sub menu "Form 1095-B" to view 1095B screen.

- Click the bottom link "Add 1095 B" to add a new form, enter data and save it.



Edit 1095-B

Save Close [IRS Instructions](#)

2015 1095-B Health Coverage

VOID
 CORRECTED

Part I Responsible Individual

1 Name of responsible individual 2 Social security number (SSN) 3 Date of birth (if SSN is not available)

First M.I. Last

4 Street address (including apartment no.)

Address 1

5 City or town 6 State or province 7 Country and ZIP or foreign postal code

Address 2

8 Enter letter identifying Origin of the Policy (see instructions for codes): Country Zip Code

9 Small Business Health Options Program (SHOP) Marketplace identifier, if applicable.

Part II Employer Sponsored Coverage

10 Name of Employer 11 Employer identification number (EIN)

12 Street address (including room or suite no.)

13 City or town 14 State or province 15 Country and ZIP or foreign postal code

Country Zip Code

Part III Issuer or Other Coverage Provider

16 Name 17 Employer Identification Number (EIN) 18 Contact telephone number

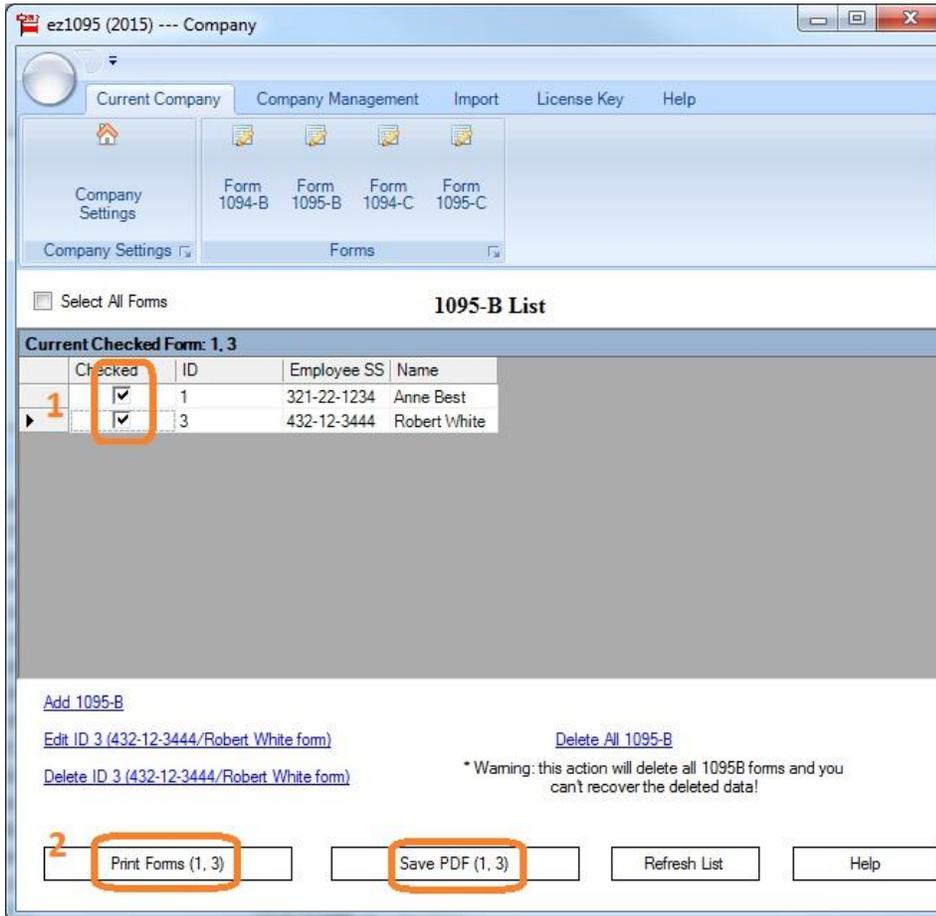
19 Street address (including apartment no.)

Address 1

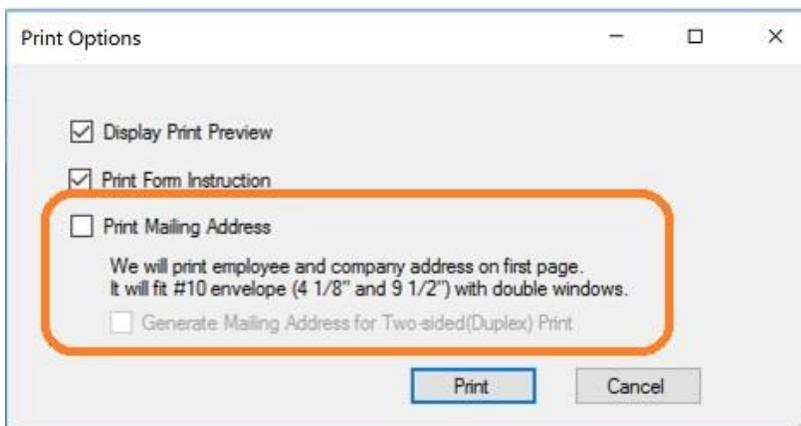
20 City or town 21 State or province 22 Country and ZIP or foreign postal code

Address 2

Step 4: Print Tax Form 1095-B

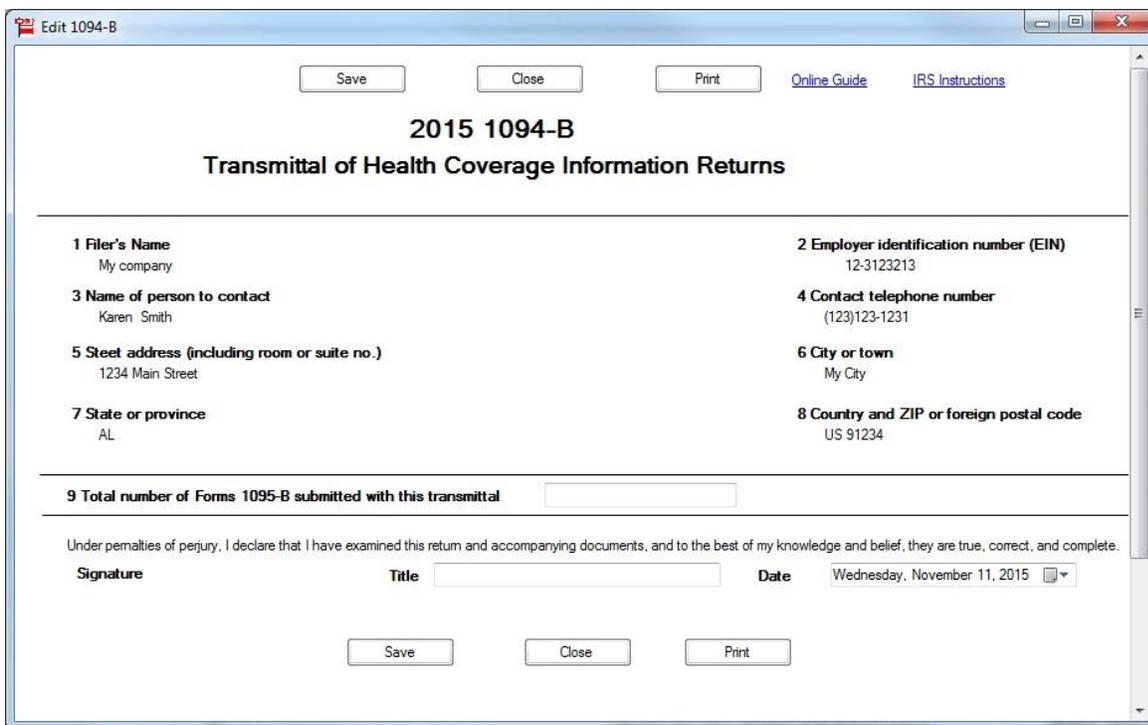
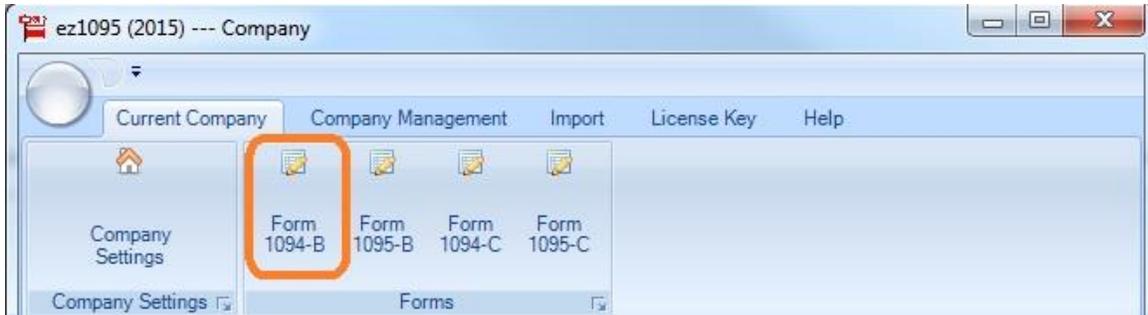


You can print optional shipping address to mail forms with #10 double windows envelopes easily.



Step 5: Print Tax Form 1094-B

click the top menu "Current Company" then the sub menu "Form 1094-B" to view 1095B screen.



The screenshot shows the 'Edit 1094-B' form. The form is titled '2015 1094-B Transmittal of Health Coverage Information Returns'. It contains the following fields and values:

Field	Value
1 Filer's Name	My company
2 Employer identification number (EIN)	12-3123213
3 Name of person to contact	Karen Smith
4 Contact telephone number	(123)123-1231
5 Street address (including room or suite no.)	1234 Main Street
6 City or town	My City
7 State or province	AL
8 Country and ZIP or foreign postal code	US 91234
9 Total number of Forms 1095-B submitted with this transmittal	<input type="text"/>

Under penalties of perjury, I declare that I have examined this return and accompanying documents, and to the best of my knowledge and belief, they are true, correct, and complete.

Signature: _____ Title: _____ Date: Wednesday, November 11, 2015

Buttons: Save, Close, Print

ACA Software ez1095: How to Import 1095B Data from Spreadsheet

ez1095 ACA software makes it easy to print tax form 1095B and 1094B. Here is the step by step guide to import 1095B data from .csv format spreadsheet to print form 1095B and 1094B. ez1095 supports quick data import feature to help customers file forms easily and quickly.

Step 1: Start ez1095 Software

Step 2: Download Sample Data Files (optional)

We would like to suggest you download the sample data file. So you can follow the templates to build your data files easily.

You can download the file and save them to your local folder. You need to unzip them first. If you cannot unzip files, please feel free to [contact us](#). We can email you the test files.

http://www.halfpricesoft.com/aca-1095/aca_sample_files_1095B.zip

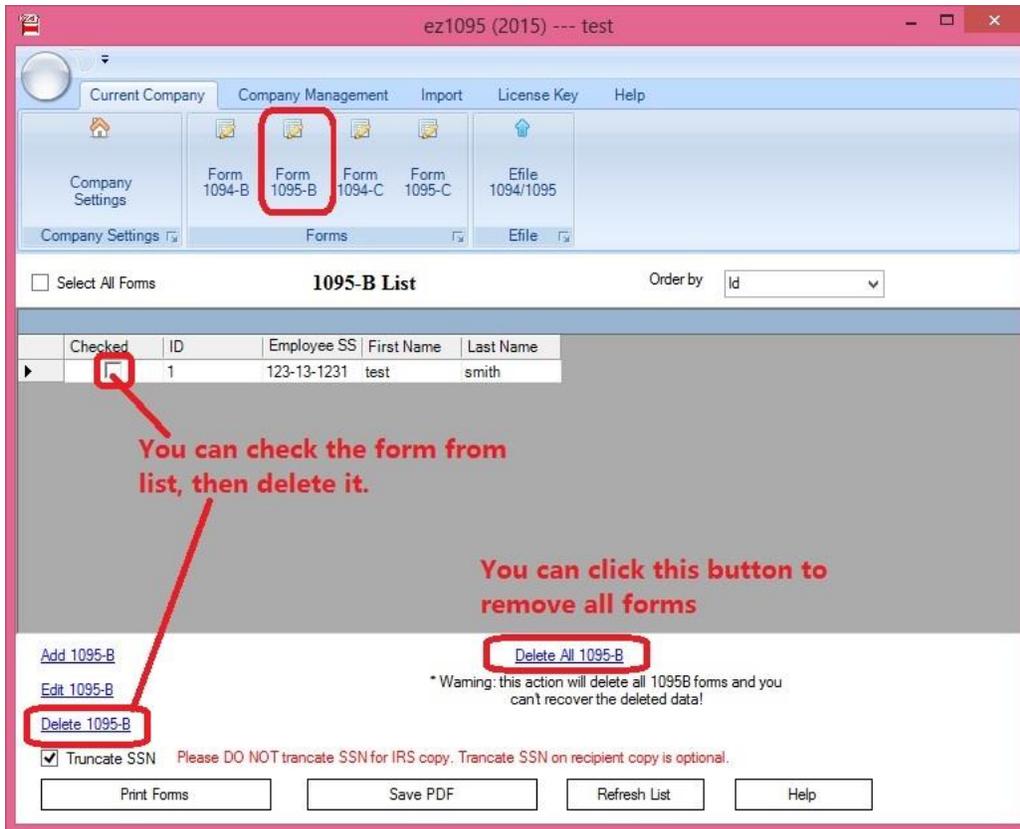
How to convert Excel to .csv file

ez1095 can import data from .csv file. If you have data in Excel format, you can convert your file to .csv file easily

- Clicking Excel file top menu "File", then click "Save As"*
- Then save file as .csv (comma delimited) file.*

Step 3: Clear Form List (Optional)

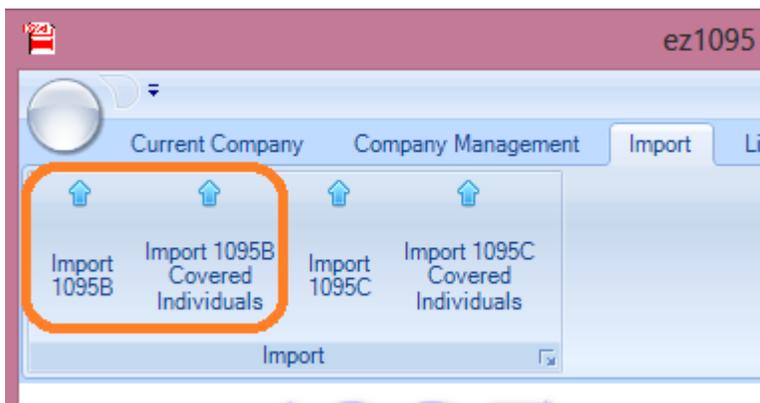
If you have test data in Form list, please remove it first.



Step 4: Import 1095-B Data

You should Import 1095-B Data BEFORE import 1095-B covered individuals - Click the top menu "Import" to access data import feature

- Click the sub menu "Import 1095B Data", and then follow the guide on form to import data.



Click to view larger image

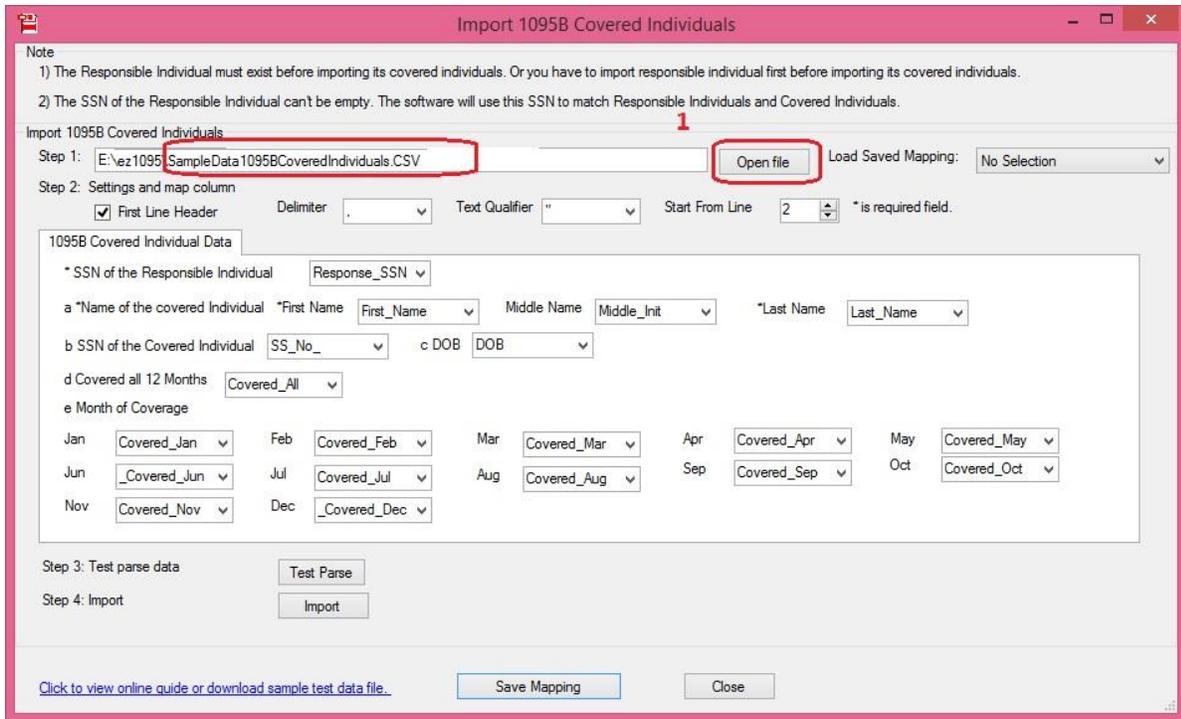
Step 5: Import 1095-B covered individuals

How to enter the data for box d and e in the CSV file

G	H	I	J	K	L	M	N	O
Covered All	Covered Jan	Covered Feb	Covered Mar	Covered Apr	Covered May	"Covered Jun"	Covered Jul	Covered Aug
TRUE								
TRUE								
FALSE						TRUE	TRUE	TRUE
FALSE						TRUE	TRUE	TRUE

If you do not need to check the field, enter FALSE here or leave it blank. Enter "TRUE" for the month with coverage

Click to view larger image



Click to view larger image

Step 6: Review, Edit and Print Forms

After you import data, you can click the top menu "Current Company" then "Form 1095-B" to view the form list. Please do not forget to click the "**Refresh List**" button.

You can select one form from list to review the data, edit form, print form or generate efile document. More information can be found from [Quick Start Guide](#)

How to generate IRS ACA test case scenarios for 1095 E-filing using ez1095?

What is AATS test scenarios?

AATS (Assurance Testing System) refers to both the process and the system used to test software and electronic transmissions prior to accepting Software Developers, Transmitters and Issuers into the AIR System. IRS requires software developer to pass the eight test scenarios. Transmitters and Issuers must successfully submit one of the eight test submissions, with the associated scenarios.

Do I need to pass testing again for Year 2016

You can skip this step if your TCC status remains in PRODUCTION.

According to IRS document, AIR TCCs for Transmitters and Issuers that are in Production status will remain in Production status. No additional testing is needed for Tax Year 2016. [Learn more here](#)

How to generate test scenarios E-files by using ez1095?

We have prepared all data for you. You just need to download it from our site and enter your TCC to generate the XML files. **For testing, you cannot use your real company data!!!**

Step 1. If you have not applied TCC(Transmitter Control Code), please apply TCC in advance.

Anyone who need to E-file ACA forms (1095B/C) will need a TCC code to file in AIR system.

- [How to apply TCC](#)

Step 2. [Download and install ez1095 software on your machine](#)

Step 3: There are eight database file for each of the test scenarios, download the case match your situation.

For the description of the test scenarios, please go to [Affordable Care Act Information Returns \(AIR\) Assurance Testing System \(AATS\)](#) includes test scenario information.

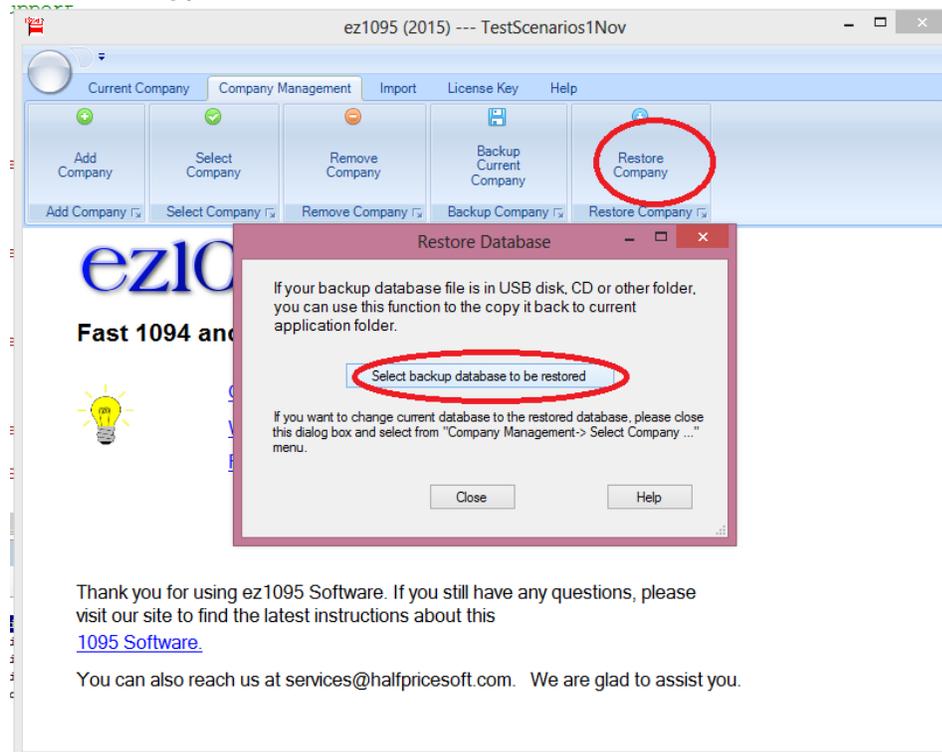
For 1094/1095B scenarios

- [Data file for test scenarios 1](#)
- [Data file for test scenarios 2](#)
- [Data file for test scenarios 2 Correction](#)
- [Data file for test scenarios 6](#)
- [Data file for test scenarios 6 Correction](#)
- [Data file for test scenarios 8](#)
- [Data file for test scenarios 8 Correction](#)

For 1094/1095C scenarios

- [Data file for test scenarios 3](#)
- [Data file for test scenarios 4](#)
- [Data file for test scenarios 4 Correction](#)
- [Data file for test scenarios 5](#)
- [Data file for test scenarios 5 Correction](#)
- [Data file for test scenarios 7](#)
- [Data file for test scenarios 7 Correction](#)

Step 4: After downloading the test scenario data file, you need to unzip it and use ez1095 restore feature to copy the file to 1095 software data folder



Your default efile location will be in "C:\Users\Public\Documents\Halfpricesoft\ez1095(2015)" directory. You can change it if needed.

Step 7: Upload files to IRS site

There are two files should be upload to IRS:

- "Manifest_soapheader_XXXXXX.xml"- this is the manifest file
- "1094X_Request_YourTCC_XXXXX.xml"- this is the data file

PLEASE DO NOT MODIFY FILES. Please record the Receipt ID after uploading.

[IRS Upload Site Link](#)

On the IRS AIR Program screen, click the "AIR UI Channel login - AATS(testing)" under the right menu session "UI Channel Link" to access the testing site.

The screenshot shows the IRS website for the Affordable Care Act Information Returns (AIR) Program. The main content area features a table titled "AIR System Status" for Tax Year 2015. The table has two columns: "System Status" and "Tax Year 2015". The rows are: "Production: Operational", "AATS Phase II: Operational", "Scheduled Maintenance Build: A routine system maintenance build is scheduled every Sunday from 12:00 a.m. to 8:00 a.m. Eastern." Below the table, there are "Latest Updates" and a "Program Overview" section. A sidebar on the right contains "Quick Links" and "AIR Publications/Guides Tax Year 2015". A green arrow points to a "UI Channel Link" button in the sidebar, which is highlighted with a green box. The text "Click this link for testing purpose" is written in green above the arrow.

System Status	Tax Year 2015
Production:	Operational
AATS Phase II:	Operational
Scheduled Maintenance Build:	A routine system maintenance build is scheduled every Sunday from 12:00 a.m. to 8:00 a.m. Eastern.

After uploading the files, login [IRS ACA UI channel](#) to check the status by inputting TCC and the Receipt ID. **If the status is "Accepted", you can call IRS at 1-866-937-4130 to change the status to "Production". If they don't give you call back in 48 hours. Please contact them again.**

Step 8: How can I know if my TCC has been moved into production

You can check the status from your e-Services Account.

8.1. Click on the link:

<https://www.irs.gov/for-Tax-Pros>

8.2. Click: Access e-Services (on left menu of the screen)

8.3. Click: Login or Register

8.4 Click: (ACA) your company name...

8.5. Click: Application

8.6 Click: ACA Application for TCC

8.7 In the **Processed Applications** section, click on the View Summary Page actions button. (It is the **blue eye icon**)

Processed Applications click here to view status [Show All](#)

Organization	Last Update	Status	Tracking Number	Actions
[Redacted]	01/07/2016	Completed	2016 [Redacted]	[View] [Edit] [Delete]

1-1 of 1 items

You will find the status

T = TEST

P = PRODUCTION

Summary [Print](#) | [Home](#)

Your tracking number is 2 XXXX

For your reference, the responses you provided were:

TCC Information:

Role	T/P Indicator	TCC	Status
Transmitter	P	XXXXXX	Active
Software Developer	T	XXXXXX	Active

Form T/P Indicators:

Role	Forms	T/P Indicator	Transmission Method
Transmitter	1094/1095B	P	ISS-UI for ACA Internet Transmitter, ISS-A2A - System Enroller
	1094/1095C	P	ISS-UI for ACA Internet Transmitter, ISS-A2A - System Enroller

The Form Status Indicator for a Transmitter or Issuer will initially be set to Test "T" and once the required testing is successfully completed, will be set to Production "P".

When the Form Status Indicator is set to Test "T", submissions can only be made to AATS. Once the Form Status Indicator has been set to Production "P", submissions using that TCC may not be made to AATS and can only be made to Production.

Call IRS at 1-866-937-4130 to change the status to "Production" after IRS accepted your testing efile. If they don't give you call back in 48 hours. Please contact them again.

How to Generate XML Files and eFile 1095/1094 Forms to IRS

ez1095 software can generate the XML documents you can upload to IRS site. The efile XML documents include 1095 forms and 1094 form.

Step 1: Apply TCC from IRS

Apply TCC(Transmitter Control Code) from IRS. This TCC is different from TCC for 1099 filing. [How to apply TCC?](#)

Step 2: Install ez1095 Software

If you have not installed ez1095, you can download it and test drive for free before purchasing with no obligation.

Step 3: Pass one of the eight test scenarios

Note: If you passed testing before and your TCC is still with PRODUCTION status, you can skip this step. Learn more [here](#)

3.1: Pass one of the eight test scenarios to match your company case.

You CANNOT submit your company information for testing!!!. We have prepared all data for you to pass this step. You just need to follow our guide and enter your own TCC.

- [How to generate test scenarios.](#)

3.2: Once you passed testing, IRS will change your IRS TCC account status to production.

- [How can I know if my TCC has been moved into productio](#)

Step 4: Enter/Import 1095/1094 ACA form information

4.1: enter company information

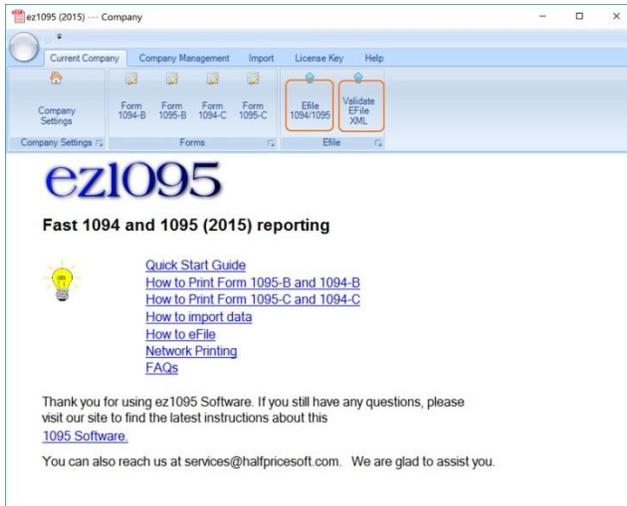
4.2: enter or import 1095 form information

4.3: enter form 1094 information

Note: The XML efile documents include both 1095 and 1094 information. The company information will be filled in automatically on form 1094 based on company setup. You need to enter other information on Form 1094 manually (ie: total number of 1095 forms).

Step 5: Generate XML documents

5.1 Click ez1095 top menu "Efile 1094/1095" to view efile screen



5.2 Input your TCC and correct EIN to generate efile. DO NOT check "Is Test" check box for your production file.

- Click the "Save Data" form to save your efilng settings.

- Click the "Create File" button to generate the XML files: "Manifest_soapheader_xxxxxx.xml" (the manifest file) and "1094X_Request_YourTCC_xxxxxx.xml"(the data file).

Your default efile location will be in "C:\Users\Public\Documents\Halfpricesoft\ez1095(201X)" directory. You can change this path.

ie: for Year 2015, the default path is ez1095(2015).

Step 6: Upload XML documents to IRS

We strongly suggest you validate your data before submitting XML documents to IRS.

[How to validate XML documents before Efilng ACA forms to IRS](#)

Upload the generated XML files to [IRS ACA UI channel](#).

There are two file to be uploaded.

- "Manifest_soapheader_xxxxxx.xml"

This is the manifest file.

- "1094X_Request_YourTCC_xxxxx.xml".

This is the data file.

PLEASE DO NOT MODIFY FILES. Please record the Receipt ID after uploading.

IRS

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Software Developers

Information Returns

Affordable Care Act Information Returns (AIR) Program

Affordable Care Act (ACA) information returns and transmittals are electronically filed through the ACA Information Return system, also known as AIR.

AIR System Status

System Status	Tax Year 2015
Production:	Operational
AATS Phase II:	Operational
Scheduled Maintenance Build:	A routine system maintenance build is scheduled every Sunday from 12:00 a.m. to 8:00 a.m. Eastern.

Latest Updates:

3/22/2016 - The March 22, 2016 Webinar presentation information is available on the [Affordable Care Act Information Returns \(AIR\) Program Overview page](#).

3/17/2016 - The AIR Submission Composition and Reference Guide version 4.3 is now available.

01/14/2016 - The IRS has extended the due date for filing 2016 information returns electronically through AIR from March 31, 2016 to June 30, 2016. This is an automatic extension. Extension applications are not necessary. [Click this link to efile 1095 & 1094 forms](#)

Program Overview

Under the Affordable Care Act (ACA), insurance companies, self-insured companies, and large businesses and businesses that provide health insurance to their employees must submit information returns to the IRS reporting on individual's health insurance coverage.

Other non-ACA information returns, such as Forms 1099, can be electronically transmitted through the [Filing Information Returns Electronically system](#), also known as FIRE. The AIR system has different requirements than FIRE. You must follow the AIR procedures explained on this page even if you have previously used FIRE.

ACA information returns include:

- Form 1094-B, Transmittal of Health Coverage Information Returns
- Form 1095-B, Health Coverage

Quick Links

- AIR Webinars
- AATS (Testing)
- AIR Schemas/Business Rules

AIR Publications/Guides Tax Year 2015

- AIR Transmission Checklist for UI
- AIR Transmission Checklist for A2A
- Publication 5164 Phase II (November 2015)
- Publication 5165 (November 2015)
- AIR Submission Composition and Reference Guide (Version 4.3)
- Automated Enrollment for A2A channel (September 2015)

UI Channel Link

- AIR UI Channel Login - AATS (Testing)
- AIR UI Channel Login - Production**

ez1095 software: How to validate the XML efile documents before submitting to IRS

ez1095 software version 2.0.21 and later adds the new XML file validation feature. So customers can validate the XML files easily before they submit efile XML documents to IRS.

With ez1095 software, customers can print and file 1095C, 1094C, 1095B and 1094B ACA forms with peace of mind.

Step 1: Generate efile XML documents

Start ez1095, set up company, enter form information and generate efile documents. More information can be found from [ez1095 Quick Start Guide](#)

To use this XML validation feature, you should generate the XML files with valid information, such as valid TCC, EIN and other information.

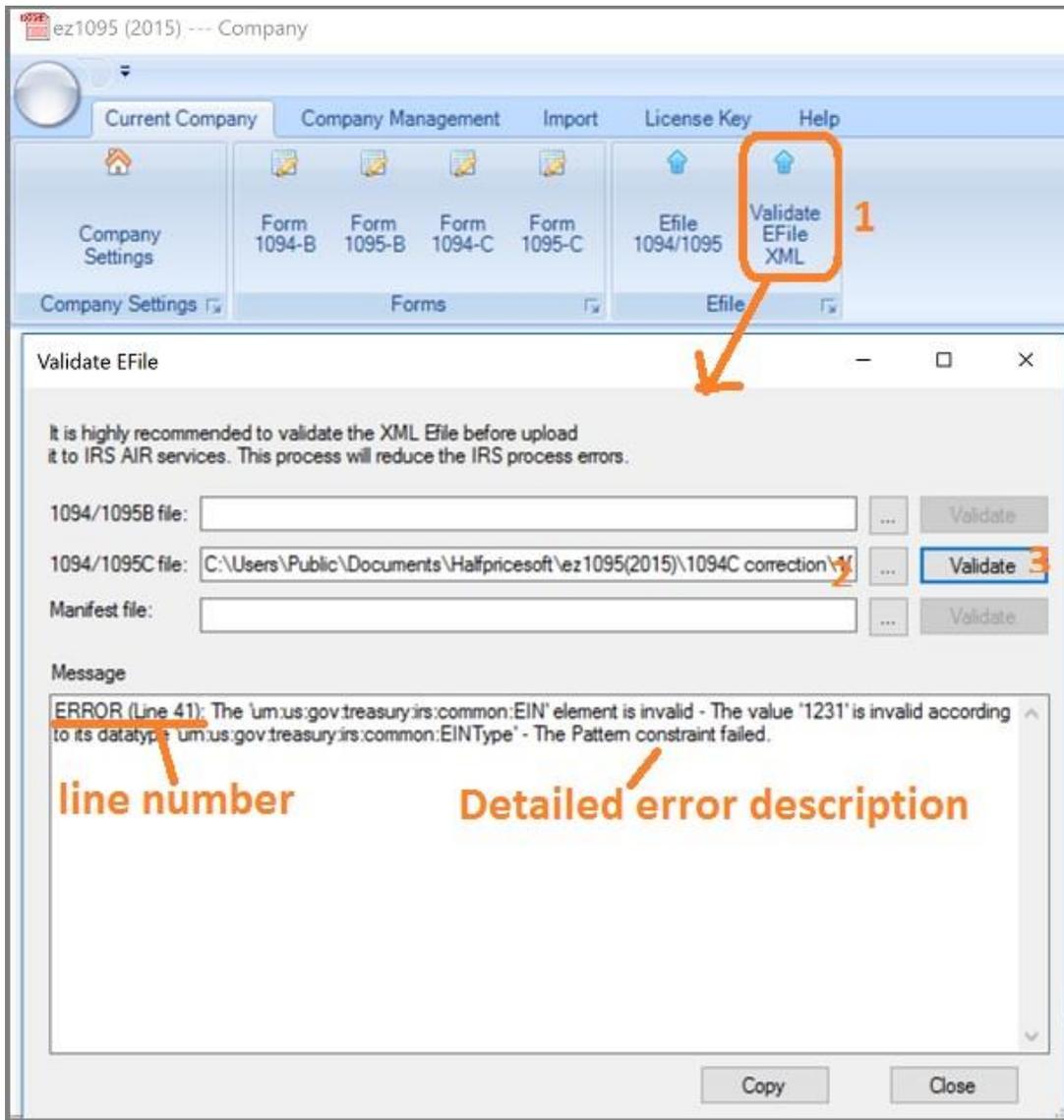
Step 2: Validate XML files

2.1) Click ez1095 top menu "Current Company" then Click the sub menu "Validate EFile XML" to view Validate EFILE screen.

2.2) Select the XML file you want to check

2.3) Click the "Validate" button

2.4) If there are error(s), you will see detailed information from message board.



Step 3: Common Errors and Solutions

Click the link below to learn more

http://www.halfpricesoft.com/aca-1095/ez1095_XML_error.asp