

**IMPORTANT HEALTH COVERAGE TAX DOCUMENTS**  
**IMPORTANT TAX RETURN DOCUMENT AVAILABLE**

**YOUR RIGHT TO REQUEST AND RECEIVE A COPY OF FORM 1095-C**

Form 1095-C is an annual federal tax form that reports information about group health plan coverage that WoodmenLife offers. You are not required to file Form 1095-C with your federal income tax return; it is for your informational purposes.

In the past, WoodmenLife has provided Form 1095-C automatically to full-time Associates and other covered individuals. However, because of a change in federal law, WoodmenLife will provide the Form 1095-C only upon request. As a reminder, WoodmenLife Associates already have the ability to obtain a copy of the latest Form 1095-C in Dayforce by navigating to Earnings → Year-End Forms.

You may request a free copy of your Form 1095-C by email, physical mail, or telephone. WoodmenLife will furnish the Form 1095-C within 30 days of the date the request is received (or, if later, by January 31 of the year following the calendar year Form 1095-C being requested). To receive your Form 1095-C by email, download and complete the Electronic Disclosure Consent Form below this notice and email the completed form following the instructions below.

If you have any questions, please call 1-800-527-5969.

*Requesting Form 1095-C by Email*

To request a copy of your Form 1095-C by email, you may email the WoodmenLife Benefits team at [Benefits@Woodmenlife.org](mailto:Benefits@Woodmenlife.org). Your email demonstrates that you can access Form 1095-C electronically.

- The subject line of your email should state: *Request for Copy of Form 1095-C*
- The body of your email should include:
  - Your full legal name.
  - Your mailing address.
  - Your email address.
  - Your telephone number.
  - The year of the 1095-C you are requesting (e.g., 2025).
- If you want to receive your Form 1095-C via email, attach the completed Electronic Disclosure Consent Form. Otherwise, a paper copy of Form 1095-C will be mailed to you.

*Requesting Form 1095-C by Physical Mail*

To request a copy of your Form 1095-C by physical mail, send your request to the WoodmenLife Benefits team at 1700 Farnam Street, 3rd Floor, Omaha, Nebraska 68102.

- Your letter should include all the information identified above under “Requesting Form 1095-C by Email.”

*Requesting Form 1095-C by Telephone*

To request a copy of your Form 1095-C by telephone, please call 1-800-527-5969. If you want Form 1095-C to be emailed to you, you will also need to complete and return the Electronic Disclosure Consent Form.

## ELECTRONIC DISCLOSURE CONSENT FORM

By completing and returning this Electronic Disclosure Consent Form to WoodmenLife, you consent to electronic delivery of your Form 1095-C. If you do not submit this Electronic Disclosure Consent Form prior to, or at the time of your request for a copy of your Form 1095-C, a paper copy of your Form 1095-C will be provided to you.

Your consent to electronic delivery of your Form 1095-C will apply to all future requests for a copy of your Form 1095-C until you withdraw your consent. WoodmenLife will also cease providing Forms 1095-C to you electronically when WoodmenLife is no longer required by law to furnish you with a Form 1095-C.

You have the right to withdraw your consent to electronic delivery at any time. To do so, please submit your request to withdraw your consent to the WoodmenLife Benefits team at 1700 Farnam Street, 3rd Floor, Omaha, Nebraska 68102, or [Benefits@Woodmenlife.org](mailto:Benefits@Woodmenlife.org). You will receive written confirmation of the withdrawal of your consent and the effective date your withdrawal (which will be no later than 60 days from the date of receipt of the request). Withdrawal of consent does not apply to a Form 1095-C that was furnished electronically before the date on which the withdrawal of consent takes effect.

You may subsequently request paper copies of a Form 1095-C that was sent to you electronically. A request for a paper copy of Form 1095-C that was sent to you electronically is not considered a withdrawal of your consent to electronic delivery. Use the contact information in the preceding paragraph to request a paper copy.

To access and retain Form 1095-C, you will need a computer with an Internet connection, Internet web browser, and the ability to open and save .pdf documents (such as with Adobe Acrobat Reader). You will need a printer to print Form 1095-C. Form 1095-C is not currently required to be filed with your federal income tax return.

It is your responsibility to keep WoodmenLife informed as to any changes to your email address for the purpose of electronic delivery. You may provide any updated information to the WoodmenLife Benefits team at [Benefits@Woodmenlife.org](mailto:Benefits@Woodmenlife.org).

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Name

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Email Address

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Signature

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Date