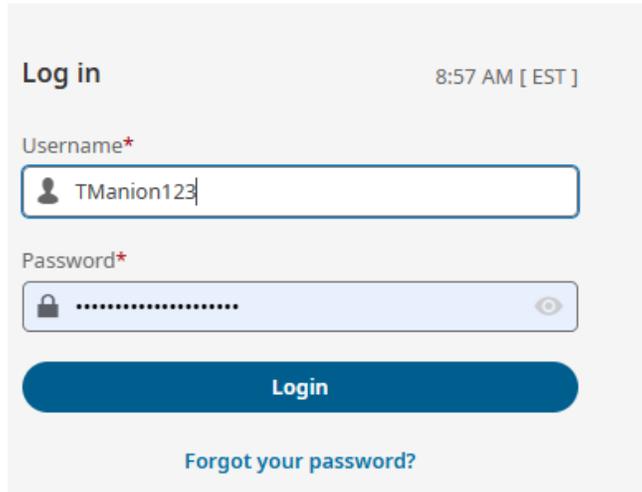


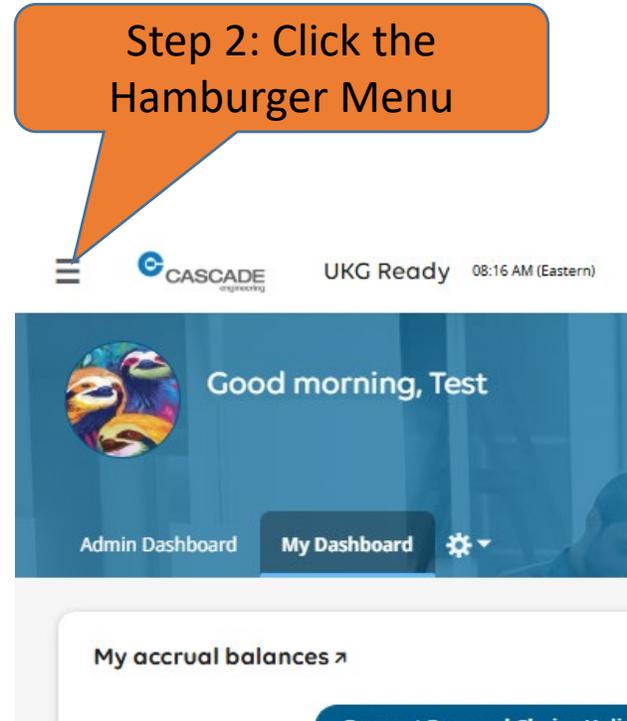
UKG: Accessing Your ACA 1095-C Form

Step 1: Log Into UGK



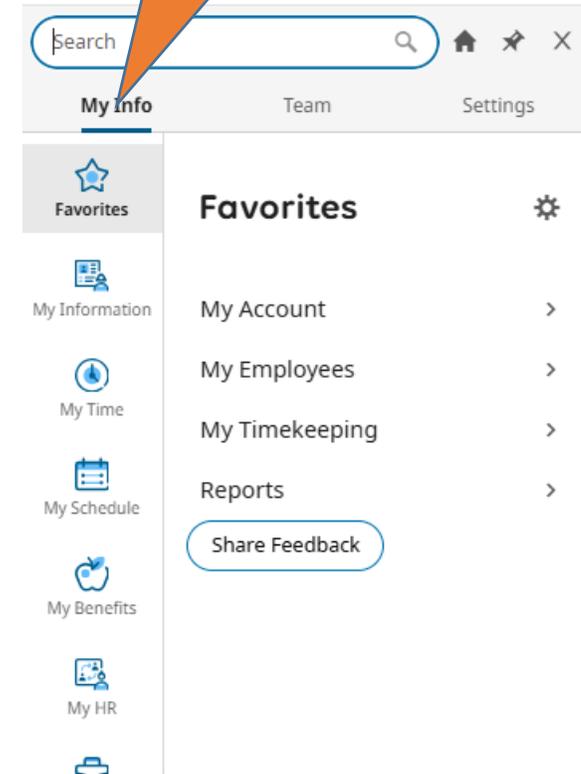
The screenshot shows the UGK login interface. At the top left, it says "Log in" and the time is "8:57 AM [EST]". Below this, there are two input fields: "Username*" with the text "TManion123" and "Password*" with masked characters. A blue "Login" button is positioned below the password field. At the bottom, there is a link that says "Forgot your password?".

Step 2: Click the Hamburger Menu



The screenshot shows the UGK dashboard. At the top, there is a navigation bar with the "CASCADE engineering" logo, the text "UKG Ready", and the time "08:16 AM (Eastern)". A hamburger menu icon (three horizontal lines) is located to the left of the logo. Below the navigation bar, there is a large blue banner with a colorful parrot image and the text "Good morning, Test". Underneath the banner, there are two buttons: "Admin Dashboard" and "My Dashboard" (which is highlighted with a dark blue background). To the right of the "My Dashboard" button is a gear icon with a dropdown arrow. Below the banner, the text "My accrual balances >" is visible.

Step 3: Click "My Info"



The screenshot shows the UGK dashboard with the "My Info" menu item highlighted. At the top, there is a search bar with the text "Search" and a magnifying glass icon. To the right of the search bar are icons for home, star, and close. Below the search bar, there is a navigation bar with three items: "My Info" (highlighted with a blue underline), "Team", and "Settings". Below the navigation bar, there is a sidebar menu with several items: "Favorites" (with a star icon), "My Information" (with a person icon), "My Time" (with a clock icon), "My Schedule" (with a calendar icon), "My Benefits" (with an apple icon), and "My HR" (with a person icon). To the right of the sidebar menu, there is a "Favorites" section with a gear icon. Below this section, there are several menu items with right-pointing arrows: "My Account", "My Employees", "My Timekeeping", and "Reports". At the bottom of the sidebar menu, there is a "Share Feedback" button.

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Step 7: Click the Pencil icon

← 1095-C

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Create
 02/06/2024

Step 8: Click "Download PDF" at the top right of your screen.

Download PDF

Please note that Social Security Numbers have been masked on this form for increased security.

Form 1095-C Department of the Treasury Internal Revenue Service		Employer-Provided Health Insurance Offer and Coverage Do not attach to your tax return. Keep for your records. Go to www.irs.gov/Form1095C for instructions and the latest information.		<input type="checkbox"/> VOID <input type="checkbox"/> CORRECTED	600120 OMB No. 1545-2251 2023
Part I Employee		Applicable Large Employer Member (Employer)			
1 Name of employee (first name, middle initial, last name)	2 Social security number (SSN)	7 Name of employer	8 Employer identification number (EIN)		