TAX INFORMATION
IMPORTANT HEALTH COVERAGE TAX DOCUMENTS – Form 1095

To: All Employees
From: Nancy Miller
Date: March 2, 2026
Subject: Important Health Coverage 1095 Tax Document Request

Dear Team,

Pursuant to the Paperwork Burden Reduction Act (H.R. 3797) enacted on December 23, 2024, your 1095 Form will now be available to each individual upon request, and you have several options to request this Form.

Via Portal: Log into Employee Navigator. Your tax forms will be available on the Home Page under the Quick Links section. This is the quickest way to access your Form 1095.

Via Phone: Call SPJST HR Administrator, Nancy Miller at 254.773.1575 x 146.

Via Email: On your request for your 1095 Form, include the last four digits of your SSN and your last name. This email should be addressed to Nancy Miller, HR Administrator, at nancym@spjst.com.

Via Regular Mail: On your written request for your 1095 Form, include the last four digits of your SSN and your last name. The letter should be addressed to:

SPJST
Attn: Nancy Miller
PO Box 100
Temple, TX 76503

If you choose to contact SPJST directly rather than through Employee Navigator, you will receive your 1095 Form within 30 days of the request.

This Tax Document is significant as it indicates whether the plan offered to you and your dependents met the IRS "Minimum Value" standard and if the employee-only coverage was considered "Affordable" under IRS guidelines. The IRS continues to use this information to determine the Responsible Individual's eligibility for premium assistance in the Marketplace.

If your spouse or dependents were covered by SPJST medical insurance, their 1095 records are available also.