1. Employer Reporting Deadlines, as described to you in our (1) and (2) of the "Essential PHBP Employer Communications" portion of our winter issue of the PHBP newsletter (also linked to this website under "What's New" section across main menu bar), have been extended. The new deadlines are:
    a. Form 1094-C deadline has been moved to May 31, 2016 (and June 30, 2016 if filing electronically) from February 29, 2016.
    b. Form 1095-C deadline has been moved to March 31, 2016 from February 2, 2016.

    In addition, PHBP is actively working to make sure that you and your vendors and/or payroll companies achieve a smooth and efficient filing with the IRS. We've met with payroll companies and consultants to create a process document that will outline the different reports and information that will be needed so that your vendor and/or payroll company, and PHBP, can work together, as well as outline **your role** in working with all third parties. **Even if you've hired a full-service vendor/payroll company, there are some pieces of information that your payroll company/vendor will need for you to obtain from PHBP** – we'll outline all of this in a document that will be sent to all AICP employers.

    Please look out for this document in the coming days!

2. Participation Agreements and Staff Election forms were due on January 1, 2016. All new and existing employers were required to submit a new Participation Agreement, as the new Participation Agreement contained updated language concerning:
    a. Removal of 12% employer contribution for the first 60 days as a PHBP contributing employer.
    b. Definition of gross earnings – in summary, gross earnings contains any compensation reported on a W2 form, so bonus amounts and cancellation fees are including in this.

3. PHBP's new freelancer dependent cost structure is a large reduction from the amounts that freelancers were paying for their dependents in 2015. When it comes to employee/freelance retention, this is a huge positive. So, when looking to hire your freelancers for upcoming projects, please don't hesitate to mention this to your freelancers.