

Form W-2 Frequently Asked Questions

1. When will W-2s be issued by Engage?

Engage will mail a W-2 to all employees that were paid in 2023 by January 31, 2024 as required by law.

2. Are W-2's accessible online?

Yes. Once the W-2s are generated for mailing, an electronic version is available online on the Engage Employee and Manager portals at www.engagepeo.com:



Employees: Log in to the [Employee Portal](#). Go to *Taxes* and select *W-2*.

Managers: Log in to the [Manager Portal](#). Go to *Employee Details* and select *Reprint Form W-2*.

3. How do employees get help with W-2 questions?

Employees can contact Engage by email at: contact@engagepeo.com or call us at 727-565-2950, Monday through Friday, 8am-8pm ET.

4. Why does the W-2 report the employer as “S2 HR Solutions 1D” or another name that may be unfamiliar to the employee?

Engage may use a name other than *Engage PEO* to report wages, depending on the state where the employee works. If an employee has any questions, they can contact Engage, as noted above.

5. How are 1094-C forms distributed?

Form 1094-C will be generated for each Client Control Group that was deemed an Applicable Large Employer (ALE) on Engage's Aetna Master plan for any part of 2023 and is a current Engage client.

Please note any changes in ownership: Control Group Clients should immediately contact Engage at: ACAReporting@engagepeo.com to notify us of any changes in ownership or if you have added or removed location(s) to your Client Controlled Group. As part of year-end reporting requirements, this form will also be submitted to the IRS by their deadline date of March 31, 2024.

6. How are 1095-C forms distributed?

For clients who were deemed an Applicable Large Employer (ALE) in 2023, form 1095-C will be distributed to all full-time employees by the IRS deadline of March 2, 2024. This form is not required to file a tax return and should not be attached to a tax return. It should be kept for tax records. A copy of this form will also be submitted to the IRS by their deadline of March 31, 2024, as part of year-end reporting requirements.