




# 1094-C/1095-C Online Submission

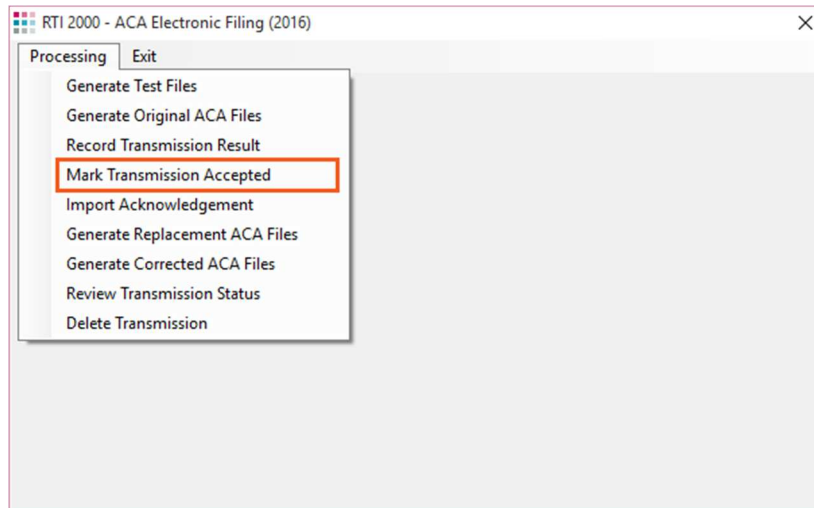
## Marking Your Submission as Accepted

Follow this step if the IRS has processed your live submission and it is **Accepted**.



You must record your Receipt ID before following these steps. Detailed instructions can be found under step 5 (Submit One or More Live Files) on the 1094-C/1095-C Online Submission webpage. Refer to the Steps for Submitting Lives Files link and see step 8.

In RTI Payroll, navigate to the same screen used to prepare the 1094-C information (Payroll – Utilities – Year End Functions – Prepare 1094-C Information), and select **Processing** then **Mark Transmission Accepted**.



Click the checkbox for **Accepted** as shown below. Then select **Save**, and you're done! Congratulations!

