



## Checking for Your Transmitter Control Code

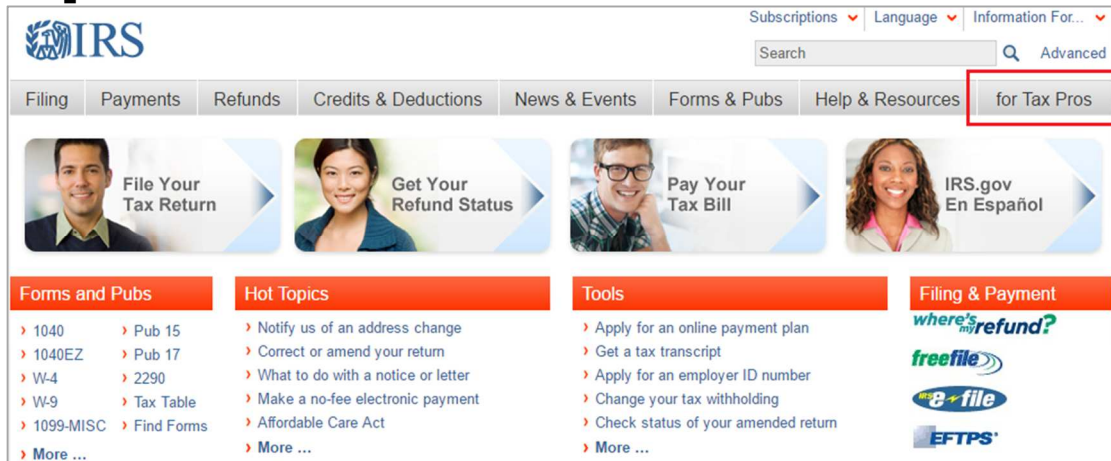
This document assumes you have already submitted your application for a Transmitter Control Code (TCC)

The following steps will show you how to check the IRS website to see if your ACA Application for a TCC has been accepted, and if so, how to retrieve your TCC.

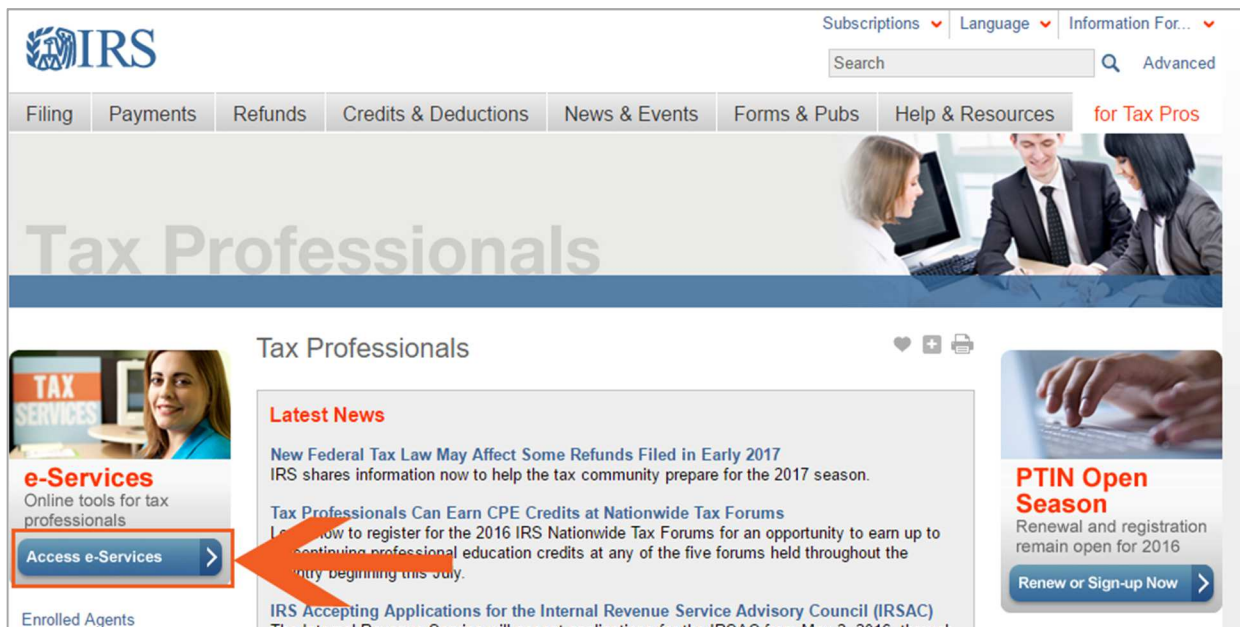
**Step 1** – Go to the [IRS e-Services website](http://www.irs.gov). (www.irs.gov)

**NOTE:** You can also click the **TCC Application Quick Link** under step 2 (Apply for a Transmitter Control Code) on the 1094-C/1095-Cs Online Submission page. If you select this link, please skip to step 4.

**Step 2** – In the top right, select **for Tax Pros.**



**Step 3** – On the left, click the **Access e-Services** button.





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**Step 4** – Select the **Login or Register** button.

The screenshot shows the IRS e-Tools for Tax Professionals page. At the top right, there are links for Subscriptions, Language, and Information For... Below these is a search bar and a navigation menu with categories like Filing, Payments, Refunds, Credits & Deductions, News & Events, Forms & Pubs, Help & Resources, and for Tax Pros. The main content area features a 'LOGIN' graphic with 'PASSWORD' text, a note that e-services is compatible with IE6 to IE8 only, and a 'HOT TOPICS' warning about phishing emails. A red box highlights the 'Login or Register' button, with a red arrow pointing to it. To the right, there is an 'Email Updates' sidebar with a 'Subscribe to e-News' button.

**Step 5** – Log in to the e-Tools website.

Enter the Username and Password you set up during the registration process and select **Login**.

**NOTES:**

- The Username and Password are both case sensitive.
- If you have not registered, see the document “Registering for IRS e-Tools.”

The screenshot shows the IRS e-Tools website login and register page. At the top left is the IRS logo and a notice: "New - e-services now supports up to IE11. .... March 3, 2016 - To obtain a Transmitter Control Code (TCC) for filing ACA Forms 1094/1095-B or C, select Application from the menu and select ACA Application for TCC." Below this are two columns: "Login" and "Register". The "Login" column has fields for "Username" and "Password", a "Forgot Your Password?" link, and a "LOGIN" button. The "Register" column has the text "You must register to create an account." and a "REGISTER" button. A red box highlights the "Username" and "Password" fields, and a red arrow points to the "LOGIN" button. At the bottom, there is a disclaimer: "THIS U.S. GOVERNMENT SYSTEM IS FOR AUTHORIZED USE ONLY! Use of this system constitutes consent to monitoring, interception, recording, reading, copying or capturing by authorized personnel of all activities. There is no right to privacy in this system. Unauthorized use of this system is prohibited and subject to criminal and civil penalties, including all penalties applicable to willful unauthorized access (UNAX) or inspection of taxpayer records (under 18 U.S.C. 1030 and 26 U.S.C. 7213A and 26 U.S.C. 7431). NOTICE: The IRS reserves the right to deny access to any or all electronic services, products and/or applications, at both the individual or business entity level, in the event IRS becomes aware of any activity that constitutes or appears to constitute misuse or abuse of any electronic services, products or applications."



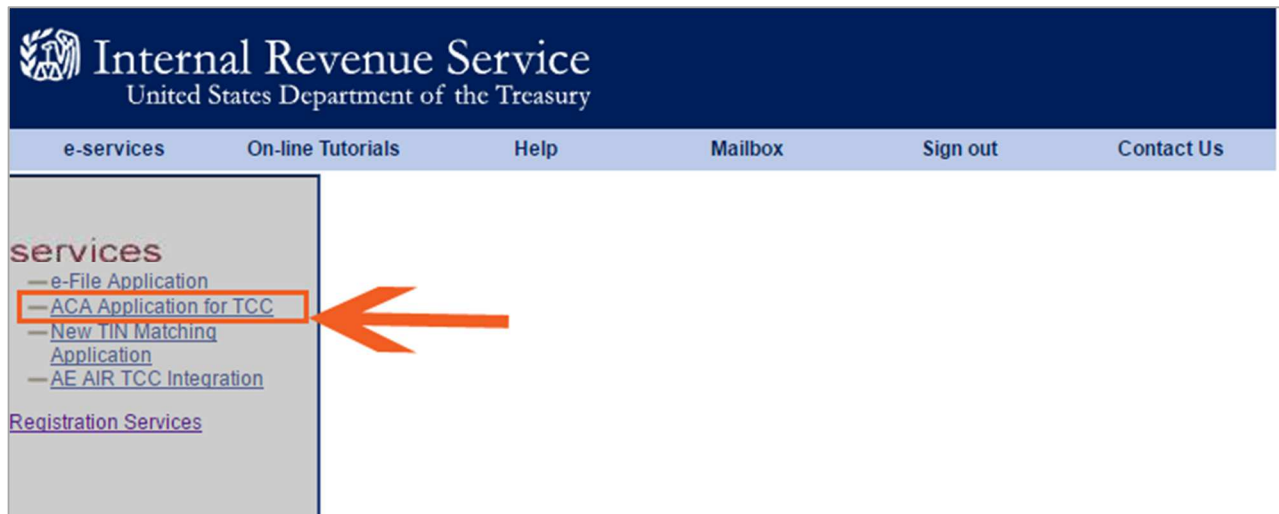
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**Step 6** – Select the **Application** link.



The screenshot shows the IRS e-services homepage. At the top is the Internal Revenue Service logo and the text "Internal Revenue Service United States Department of the Treasury". Below this is a navigation bar with links for "e-services", "On-line Tutorials", "Help", "Mailbox", "Sign out", and "Contact Us". On the left side, there is a "services" menu with links for "Application" and "Registration Services". The main content area features a "Welcome to IRS e-services" message with an American flag image. Below the welcome message, the "Application" link is highlighted with a red box. The text below the link reads: "Access to apply or revise an existing application on-line for participation in IRS e-file Program or Taxpayer Identification Number (TIN) Matching." Below this, the "Registration Services" link is also highlighted with a red box. The text below it reads: "Registration Services allows you to confirm your registration, revise your registration information, change your password or PIN and recover a lost password or PIN."

**Step 7** – Select the **ACA Application for TCC** menu option.



The screenshot shows the IRS e-services services menu. At the top is the Internal Revenue Service logo and the text "Internal Revenue Service United States Department of the Treasury". Below this is a navigation bar with links for "e-services", "On-line Tutorials", "Help", "Mailbox", "Sign out", and "Contact Us". On the left side, there is a "services" menu with links for "e-File Application", "ACA Application for TCC", "New TIN Matching Application", and "AE AIR TCC Integration". The "ACA Application for TCC" link is highlighted with a red box and an orange arrow pointing to it. Below the services menu, there is a "Registration Services" link.




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**Step 8** – Start a new application or continue ongoing application.

If you have already started an application then select the organization and click **Submit Selected Organization** (see below).

Already Started an Application Page

 **IRS**

### Select Organization

Select the organization you will represent in this session:

Each item below represents an organization for which you are authorized to perform work. By selecting an organization, you are logging in as an authorized user of that organization. You will be able to perform work for only that organization.

Individual

(ACA) (Your Organization Name Here)




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## Step 9 – Check for your Transmitter Control Code.

In the Processed Applications section, the status should display as **Completed**.

To locate your TCC, select the eye icon under Actions.



e-services   Online Tutorials   Mailbox   Sign Out   Contact Us

### ACA Application for TCC

Welcome to the External Services Authorization Management Web Application. Please select an existing ACA Information Return Application or create a new application. The application will ask you for information regarding your Firm/Organization and personal information of the Responsible Officials and Contacts on the application.

#### New Application

You will have the opportunity to save your application if you do not have all the required information. Once the application is saved, you may come back and revise the application at your convenience. When all of the required information is entered, you will be allowed to submit the application for review by the Internal Revenue Service. The IRS will process your application and send you a notification of the application status. [START](#)

#### Signature(s) Required

Organization	Last Update	Status	Tracking Number	Actions
No records found.				




0 items

#### Saved Application


Organization	Last Update	Status	Tracking Number	Actions
No records found.				

0 items

#### Processed Applications

Organization	Last Update	Status	Tracking Number	Actions
Your Organization Name	06/08/2016	Completed	12345678901234567890	  

1-1 of 1 items





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Your TCC is displayed in the TCC Information section.

The screenshot shows the IRS e-services portal interface. At the top, there are navigation tabs: e-services, Online Tutorials, Mailbox, Sign Out, and Contact Us. Below these are sub-tabs: Firm Information, Responsible Officials, Contacts, Application Details, Summary (highlighted), Comments, and Terms of Agreement. The main content area shows the 'Summary' section with a green checkmark and the message: 'Your tracking number is 30057430057453005744'. Below this, it says 'For your reference, the responses you provided were:'. A red arrow points to the 'TCC Information' table, which has the following data:

Role	T/P Indicator	TCC	Status
Transmitter	T	BB74L	Active

Below the TCC Information table is the 'Form T/P Indicators' table with the following data:

Role	Forms	T/P Indicator	Transmission Method
Transmitter	1094/1095C	T	ISS-UI for ACA Internet Transmitter

**NOTE:** You should print this page for future reference. If you are using the Healthcare Group – EIN Worksheet, please record your TCC for the Healthcare Group (on the right of the Healthcare Group Name).

**Next Step:** Entering Your 1094-C Information.