



Create 1095 (B or C) AIR file

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Create the AIR File

Depending on the form type (1095-B or 1095-C), use the [Personnel > Reports > Payroll Information Reports > HRS5250 - 1095-B Forms](#) or [HRS5255 - 1095-C Forms](#) reports to create the Affordable Care Act Information Returns (AIR) file.

Below is an example of creating an AIR file using the 1095-B Forms report.



The ACA AIR Error Report is displayed along with a File Download Success message and two dialog boxes allowing you to save the XML files.