

# Amending a Plan After Printing and Mailing Form 8955-SSA

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If you printed and mailed Form 8955-SSA plan-by-plan and later discover an error, follow the steps below to correct and refile the plan.

## Option 1: If Printing and Mailing your form

### Step 1: Access the Draft Form

- Navigate to the affected plan.
- Open the draft Form 8955-SSA.

### Step 2: Mark as Amended

- Check the box for **Part I, Item B** to indicate the form is being amended.

### Step 3: Make Corrections

- Update the form as needed.
  - Print and file the corrected form with the IRS.
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