

March 25, 2025

**PACIF Workers'
Compensation Audits: Due
Date Extended to 5/23/25**



UPDATED MAY 13, 2025

Any PACIF organization that has not yet submitted their audit needs to **use the updated values collection link in the April 25, 2025 email** from Notifications@OrigamiRisk.com and **respond by Friday, May 23** – or be subject to an automatic 10% increase on their Workers' Compensation audited contribution. The link sent in the April 25 email only works for 30 days.

VLCT Property and Casualty Intermunicipal Fund (PACIF)'s annual Workers' Compensation payroll audit process got underway in March with an email to our contact at every PACIF member that has employees (and therefore requires workers' compensation coverage). The email included instructions and a 30-day link to upload the required calendar year 2024 documents to our online system.

If you have not done so already, please collect the required documents – including 941's, 1099's with the accompanying documents, and a list of all your elected and appointed officials. We suggest reviewing [how to document your organization's subcontractors and sole proprietors](#).



Most audits will be conducted remotely, as has become normal in the last few years. In certain cases, staff will also perform an on-site audit, to facilitate the ones that could be more complex and to help our contacts who might want some in-person guidance through the process.

If you have any questions or would like to request an on-site audit, please contact the team at Underwriting@vlct.org.

