

Requesting an IRS Tax Return Transcript or Verification of Non-Filing

The Tax Return Transcript is free of charge, and must be requested by the tax filer directly from the IRS. To request your transcript, follow the instructions below.

ONLINE REQUEST

- Now you have ability to print a processed Federal Tax Transcripts online, please visit <http://www.irs.gov/Individuals/Get-Transcript>
- To use Get Transcript online, you need your Social Security number (SSN) or Individual Tax Identification Number (ITIN), date of birth, tax filing status and address from your latest tax return.
- Click on your option to request the transcript:



- For **ONLINE** Requests you will need to register an account:

A screenshot of the IRS website's sign-in page. The page has a blue header with the IRS logo. Below the header, the title "Sign In or Create a New Account" is displayed. A light blue box contains a "New option for creating an account" section with a small information icon. Below this, there are instructions for existing users and new users. The "Create a new account" section features a green button labeled "ID.me Create an account". Below that, an "OR" separator is shown. The "Sign in with an existing account" section has two buttons: a green one labeled "Sign in with ID.me" and a blue one labeled "Sign in with an existing IRS username". At the bottom, there is a "Frequently Asked Questions" section with a search bar.

You will be asked for additional financial accounts in order to verify your identity

- For type of transcript be sure to select **"Tax Return Transcript"** and select the Tax Year you need.



Internal Revenue Service

United States Department of the Treasury

This Product Contains Sensitive Taxpayer Data

Request Date: 03-01-2014
 Response Date: 03-01-2014
 Tracking Number: 100100000000

Tax Return Transcript

SSN Provided: 024-68-1012
 Tax Period Ending: Dec. 31, 2013

The following items reflect the amount as shown on the return (PR), and the amount as adjusted (PC), if applicable. They do not show subsequent activity on the account.

SSN Provided: 024-68-1012
 Spouse SSN: 135-79-1113

NAMES(S) SHOWN ON RETURN: CHLOE A. FLEUR, GERRY I. FLEUR

ADDRESS: 101 EAST ANYWHERE LN
 DAYBREAK, TX 56789

FILING STATUS:	Married
FORM NUMBER:	1040EZ
CYCLE POSTED:	20131103
RECEIVED DATE:	Apr. 15, 2014
REMITTANCE:	\$0.00
EXEMPTION NUMBER:	0
IDENTITY THEFT PERSONAL ID NUMBER:	000000
PREPARER SSN:	
PREPARER EIN:	

Income

WAGES, SALARIES, TIPS, ETC:	\$6842.00
TAXABLE INTEREST INCOME:	\$0.00
TAX-EXEMPT INTEREST:	\$0.00
UNEMPLOYMENT COMPENSATION:	\$9720.00

TELEPHONE REQUEST

- Available from the IRS by calling 1-800-908-9946.
- Tax filers must follow prompts to enter their Social Security Number, and the numbers in their street address. Be sure to use the address currently on file with the IRS (generally this will be the address that was listed on the latest tax return filed).
- Select **“OPTION 2”** to request an IRS Tax Return Transcript and then **enter the tax year needed**
- If successfully validated, tax filers can expect to receive a paper IRS Tax Return Transcript at the address that was used in their telephone request – with 5 to 10 days from the time of the request.

Verification of NON-Filing FORM REQUEST

- The Verification of Nonfiling form can also be requested by form by complete the **4506-T** form: <https://www.irs.gov/pub/irs-pdf/f4506t.pdf>
- Fill out the form and be sure to checkmark the option for ordering a **“Verification of Non-filing”** form (Check box #7).
- Mail or fax the tax transcript request form to the appropriate address that applies to you on the 2nd page of the request form.