A FREE transcript of your income tax records can be obtained from the IRS office.

By calling 1-800-908-9946	Online at: <u>www.irs.gov</u> and click on	
	"Get Your Tax Record"	To order by mail: Complete IRS Form
		4506-T, available at <u>www.irs.gov</u> .
	Make sure to order a <u>tax return</u>	Complete and mail to the address
	transcript and NOT a tax account	indicated on the form.
	transcript	

To order online: go to www.irs.gov

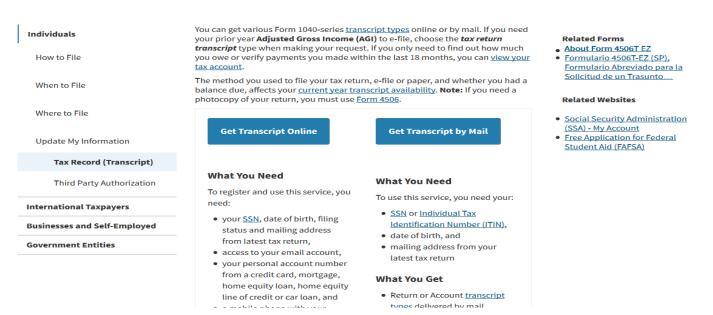
1) Select "Get Your Tax Record"

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	File	Рау	Refunds	Credits &	Deductions	Forms & Instructions	
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	Constant Status				Get Your Tax Record		
	View Your Account				Make a Payment		
	e-Services for Tax Professionals				Employer ID Number (EIN)		
	Where's My Amended Return?				Foreign Financial Institution (FFI) List		

2) Select "Get Transcript ONLINE" or "Get Transcript by MAIL".

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3) Follow the remaining instructions for getting transcript online. (Make sure to print a TAX RETURN TRANSCRIPT and NOT a tax <u>account</u> transcript)

4) <u>If ordering by mail,</u> follow these instructions. Input the requested information and click "Continue".

IRS.gov	Contact Us Exit
Get Transcript	En Español Privacy Notice
All fields are required	
Social Security Number (SSN) or Individual Tax ID Number (ITIN) ?	
Day ▼ Month ▼	
Street Address 😨	
ZIP or Postal Code 😨	
Continue	

5) Under "Type of Transcript" choose Return Transcript and the year you are requesting.

🔊 IRS.go	v.	Contact Us Exit
Get Transcrip	t	
Type of Transcript 0		
Return Transcript	•	
for <u>Tax Year</u> 😯		
Select	•	
Continue		

6) You will then get a confirmation that the request has been accepted.

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Get Transcript					
We have accepted your request for address we have on file for you.	or a 2014 Return Transcript . Please allow 5-10 days to r	receive it. The transcript will be sent to the			
If you need more than one copy o	f your transcript you are allowed to make copies for your	personal records.			
Exit Request a c	ifferent transcript				