Form **4506**
(Rev. October 1985)
Department of the Treasury
Internal Revenue Service

Request for Copy of Tax Form or Tax Account Information

▶ **Please read instructions before completing this form.**

OMB No. 1545-0429
Expires 3-31-88

Important: Full payment must accompany your request.

1 Name of taxpayer(s) as shown on tax form	5 Social security or employer identification number as shown on tax form
2 Current name and address	6 Spouse's social security number as shown on tax form
	7 Tax form number (Form 1040, 1040A, etc.)
3 If information is to be mailed to someone else, show the third party's name and address	8 Tax period(s) (1983, etc.) (No more than 4 per request)
	9 Amount due:
	a Cost checked in item 10 . . . . $
4 If name in third party's records differs from item 1 above, show here (See instructions for items 3 and 4.)	b Number of periods requested in item 8 . . . .
	c Total cost (multiply item 9a by item 9b) . . . . $
	Make check payable to IRS

10 Describe what you want (Check only one box)

$4.25/each period requested ☐ Copy of tax form and all attachments

Note: *If you need these copies for court or administrative proceedings, check here* ☐ *also.*

$2.25/each period requested ☐ Tax account information only

Please Sign Here ▶

Signature — Date

Title (If item 1 above is a corporation, partnership, estate or trust)

Telephone number of requester ( )

Convenient time for us to call

Instructions

Privacy Act and Paperwork Reduction Act Notice.—We ask for this information to carry out the Internal Revenue laws of the United States. We need the information to gain access to your return in our files and properly respond to your request. If you do not furnish the information, we may not be able to fill your request.

Purpose of Form.—Use this form to request a copy of a tax return or tax account information.

Note: *If you had your return filled out by a paid preparer, check first to see if you can get a copy. This may save you both time and money.*

If you are not the taxpayer shown in item 1, you must send a copy of your authorization to receive the information. This will generally be a power of attorney, tax information authorization, or evidence of entitlement (for Title 11 Bankruptcy or Receivership Proceeding). If the taxpayer is deceased, you must send enough evidence to establish that you are authorized to act for the taxpayer's estate.

Tax returns and return information about joint returns may be disclosed to either the husband or the wife. Only one signature is required. If your name has changed, sign Form 4506 exactly as your name appeared on the return and also sign with your current name.

Please allow at least 45 days for delivery when requesting a copy of a return, or at least 30 days when requesting return information. (You must allow at least 6 weeks processing time after a return is filed before requesting a copy or other information.)

Corporations, Partnerships, Estates, and Trusts.—For rules on who may obtain tax information on the entity, see Internal Revenue Code section 6103.

Items 3 and 4.—If you have named someone else to receive the information (such as a CPA, scholarship board, or mortgage issuer), **you must include the name of an individual** with the address in item 3. Also, be sure and write the name of the client, student, or applicant in item 4 if it is different from the name shown in item 1. For example, item 1 may be the parents of a student applying for financial aid. Show the student's name in item 4 so the scholarship board will know what file to associate the return information with. If we cannot find a record of your return, we will notify the third party directly that we cannot fill the request.

Item 5.—For individuals, the social security number is written 000-00-0000. For businesses and certain others, the employer identification number is written 00-0000000. Please separate the nine digits as shown, to distinguish the type of number being reported.

Item 8.—Enter the year(s) of the tax form you are requesting. For fiscal-year filers or requests for quarterly returns, enter the date the period ended. If you need more than four different periods, use additional request forms. Returns which were filed six or more years ago may not be available for making copies. However, tax account information is generally still available for these periods.

(Continued on back)

Item 9.—Use the following table to figure how much money you must send with your request:

Type of request	Cost for each period requested
Copy of tax return	$4.25
Tax account information	$2.25

Example: *You wish to figure your 1985 tax using the income averaging method. You have a copy of your 1984 tax return, but you do not have a copy of your 1982 or 1983 returns. Check the first box in item 10 because you need a copy of the returns. Your cost will be $8.50 ($4.25 x 2 years).*

Write your social security number or Federal employer identification number and "Form 4506 Request" on your check. If we cannot fill your request, we will refund your money.

Item 10.—In addition to a copy of a return, we can provide another type of information: a listing of certain tax account information.

Tax Account Information Only.—Students applying for financial aid may be required to give the college a copy of their tax return. The school may, however, permit you to use tax return information provided by the IRS instead. If so, the following information will be sent:

(a) Type of return filed,
(b) Marital status,
(c) Tax shown on return,
(d) Adjusted gross income,
(e) Taxable income,
(f) Self-employment tax, and
(g) Number of exemptions.

Tax account information should not be used for income averaging, because the taxable income listed is computed from the tax table amount as a cross check, and may vary somewhat from the return amount. Get a copy of the return for the exact amount.

Form 1040A or 1040EZ Verification.—States issuing certain qualified mortgage subsidy bonds are required to verify that the mortgage applicant did not own a home during the three previous years. As part of this verification, the mortgage issuer may want proof that you did not claim real estate interest or tax deductions on a residence. A request for tax account information will show that Form 1040A or 1040EZ has been filed for a particular year or years. This will verify that no itemized deductions were claimed. Please write **"Mortgage Subsidy Bond"** across the top of Form 4506.

If you filed Form 1040, you will have to get a copy of your return to verify that you did not claim any itemized deductions on a residence. Remember, if you have kept a copy of your tax return, or if it was filled out by a paid preparer and you can get a copy, the mortgage lender may accept this.

Where to File.—After you have completed Form 4506, send it to the service center where the tax return was filed. The addresses are listed in the next column.

Note: *You must use a separate Form 4506 for each service center from which you are requesting information. You must also use a separate form if you request both return information and return copies.*

If you lived in ▼	Please mail to the following Internal Revenue Service Center ▼
New Jersey, New York City and counties of Nassau, Rockland, Suffolk, and Westchester	P.O. Box 888 Holtsville, NY 11742
New York (*all other counties*), Connecticut, Maine, Massachusetts, New Hampshire, Rhode Island, Vermont	P.O. Box 3006 Woburn, MA 01888
Alabama, Florida, Georgia, Mississippi, South Carolina	P.O. Box 47412 Doraville, GA 30362
Michigan, Ohio	P.O. Box 145500 Cincinnati, OH 45214
Arkansas, Kansas, Louisiana, New Mexico, Oklahoma, Texas	P.O. Box 2943 Austin, TX 78769
Alaska, Arizona, Colorado, Idaho, Minnesota, Montana, Nebraska, Nevada, North Dakota, Oregon, South Dakota, Utah, Washington, Wyoming	TPR/Photocopy 3B P.O. Box 9956 Ogden, UT 84409
Illinois, Iowa, Missouri, Wisconsin	P.O. Box 1040 Kansas City, MO 64141
California, Hawaii	5045 E. Butler Avenue Fresno, CA 93888
Indiana, Kentucky, North Carolina, Tennessee, Virginia, West Virginia	P.O. Box 2501 Memphis, TN 38101
Delaware, District of Columbia, Maryland, Pennsylvania, outside the United States	P.O. Box 920 Bensalem, PA 19020