

Request for Copy of Tax Form

OMB No. 1545-0429

Expires 12-31-89

► Please read instructions before completing this form.

Important: Full payment must accompany your request.

1 Name of taxpayer(s) as shown on tax form (husband's and wife's, if joint return)	6 Social security number as shown on tax form (if joint return, show husband's number)						
2 Current name and address	6a Wife's social security number as shown on tax form						
	7 Employer identification number as shown on tax form						
	8 Tax form number (Form 1040, 1040A, etc.)						
3 If copy of form is to be mailed to someone else, show the third party's name and address.	9 Tax period(s) (1983, etc.) (No more than 4 per request)						
3a If we cannot find a record of your return, check here if you want the payment refunded to the third party. ☐	10 Amount due for copy of tax form: <table border="1"><tr><td>a Cost for each period</td><td>\$ 4.25</td></tr><tr><td>b Number of periods requested in item 9</td><td></td></tr><tr><td>c Total cost (multiply item 10a by item 10b).</td><td>\$</td></tr></table> Make check or money order payable to Internal Revenue Service	a Cost for each period	\$ 4.25	b Number of periods requested in item 9		c Total cost (multiply item 10a by item 10b).	\$
a Cost for each period		\$ 4.25					
b Number of periods requested in item 9							
c Total cost (multiply item 10a by item 10b).	\$						
4 If name in third party's records differs from item 1 above, show name here. (See instructions for items 3, 3a, and 4.)							
5 Check the box to show what you want: ☐ Copy of tax form and all attachments. The charge is \$4.25 for each period requested. Note: If you need these copies for court or administrative proceedings, also check here. ☐ ☐ Copy of Form W-2 only. There is no charge for this.							
Please Sign Here  <table border="1"><tr><td>Signature</td><td>Date</td></tr><tr><td colspan="2">Telephone number of requester () Convenient time for us to call</td></tr></table>		Signature	Date	Telephone number of requester () Convenient time for us to call			
Signature	Date						
Telephone number of requester () Convenient time for us to call							
Title (if item 1 above is a corporation, partnership, estate, or trust)							

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 Form W-2.

Note: If you had your return filled out by a paid preparer, check first to see if you can get a copy from the preparer. 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 copy of the form. 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.

Copies of joint returns may be furnished 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. Be sure to furnish all the information asked for on this form to avoid any delay in our sending your requested copies. (You must allow at least 6 weeks processing time after a return is filed before requesting a copy.)

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

Items 3, 3a, and 4.—If you have named someone else to receive the tax form (such as a CPA, scholarship board, or mortgage lender), **you must include the name of an individual** with the address in item 3. Also, be sure to 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 with. If we cannot find a record of your return, we will notify the third party directly that we cannot fill the request. If you checked the box in 3a, we will refund the payment for the copies to the third party.

Item 5.—If you want a copy of your Form W-2 only and not a copy of your tax return, be sure to check the box for Copy of Form W-2 only and in item 8 show "Form W-2 only"; in item 10c show "no charge."

If you need only tax account information and not a copy of your tax return or Form W-2, do not complete this form. See the instructions on the back under "Tax Account Information Only."

Items 6 and 6a.—For individuals, enter the social security number as shown on the tax form. For joint returns, show the husband's social security number in item 6 and the wife's in item 6a. If you do not furnish this information, there may be a delay in processing your request.

(Continued on back)

Item 9.—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.

Item 10.—Write your social security number or Federal employer identification number and "Form 4506 Request" on your check or money order. If we cannot fill your request, we will refund your payment.

Where To File.—After you have completed this form, send it to the service center at the address shown in the last column for the location where you lived when the requested tax form was filed.

Note: *You must use a separate form for each service center from which you are requesting a copy of your tax form.*

Tax Account Information Only.—In addition to a copy of a tax form, we can provide a listing of certain tax account information, which is available free of charge and can be obtained by contacting your local IRS office. Generally, tax account information is needed because 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) Name and social security number,
- (b) Type of return filed,

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

Form 1040A or 1040EZ Verification for Mortgage Revenue Bonds.— States

issuing mortgage revenue bonds are required to verify that the mortgage applicant did not own a home during the 3 previous years. As part of this verification, the mortgage lender may want proof that you did not claim interest or real estate tax deductions for a residence on your return. If you have kept a copy of your return, or if it was filled out by a paid preparer and you can get a copy, the mortgage lender can accept your signed copy.

If you do not have a copy of your return and filed Form 1040A or 1040EZ, you can request tax account information, which will provide sufficient information to satisfy the mortgage lender. To get tax account information, do not complete this form. Instead, contact your local IRS office for this information.

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 for a residence. To get a copy, please complete this form. Write "Mortgage Revenue Bond" across the top.

If you lived in	Please mail to the following Internal Revenue Service Center
New Jersey, New York (New York City and counties of Nassau, Rockland, Suffolk, and Westchester)	P.O. Box 400 Holtsville, NY 11742
New York (<i>all other counties</i>), Connecticut, Maine, Massachusetts, Minnesota, 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
Kentucky, Michigan, Ohio, West Virginia	P.O. Box 145500 Cincinnati, OH 45214
Kansas, Louisiana, New Mexico, Oklahoma, Texas	3651 South Inter-regional Highway Photocopy Unit Stop 6716 Austin, TX 73301
Alaska, Arizona, Colorado, Idaho, Montana, Nebraska, Nevada, North Dakota, Oregon, South Dakota, Utah, Washington, Wyoming	TPR/Photocopy 3B P.O. Box 9956 Mail Stop 6734 Ogden, UT 84409
Illinois, Iowa, Missouri, Wisconsin	Photocopy Unit Stop 56 Kansas City, MO 64999
California, Hawaii	5045 E. Butler Avenue Photocopy Unit Stop 53260 Fresno, CA 93888
Arkansas, Indiana, North Carolina, Tennessee, Virginia	P.O. Box 2501 Memphis, TN 38101
Delaware, District of Columbia, Maryland, Pennsylvania, outside the United States	P.O. Box 920 Photocopy Unit Drop Point 536 Bensalem, PA 19020