Form **4506-T**
(Rev. September 2013)
Department of the Treasury
Internal Revenue Service

Request for Transcript of Tax Return

▶ **Request may be rejected if the form is incomplete or illegible.**

OMB No. 1545-1872

Tip. Use Form 4506-T to order a transcript or other return information free of charge. See the product list below. You can quickly request transcripts by using our automated self-help service tools. Please visit us at IRS.gov and click on "Order a Return or Account Transcript" or call 1-800-908-9946. If you need a copy of your return, use **Form 4506, Request for Copy of Tax Return.** There is a fee to get a copy of your return.

1a Name shown on tax return. If a joint return, enter the name shown first. John Q. Smith	**1b First social security number on tax return, individual taxpayer identification number, or employer identification number (see instructions)** 123-45-6789
2a If a joint return, enter spouse's name shown on tax return. Jane E. Smith	**2b Second social security number or individual taxpayer identification number if joint tax return** 987-65-4321

3 Current name, address (including apt., room, or suite no.), city, state, and ZIP cod

123 Country Lane, Bellevue, WA 98004

Address MUST be an exact match to the tax return on file with the IRS. ONLY ONE ADDRESS ALLOWED!! If you know the previous address put ONE ADDRESS in box 4.

4 Previous address shown on the last return filed if different from line 3 (see instruct

5 If the transcript or tax information is to be mailed to a third party (such as a mortga
and telephone number.

AMERICAN REPORTING COMPANY LLC Login: NAPORT44
6628 212TH ST. SUITE 100 Participant # 000301559
LYNNWOOD, WA 98036 Fax 425.563.1811

Top Line can be your company name (Optional), then C/O ARC info on subsequent lines (MANDATORY)

Caution. *If the tax transcript is being mailed to a third party, ensure that you have filled in lines 6 throu*
you have filled in these lines. Completing these steps helps to protect your privacy. Once the IRS disc
line 5, the IRS has no control over what the third party does with the information. If you would like to li
transcript information, you can specify this limitation in your written agreement with the third party.

6 **Transcript requested.** Enter the tax form number here (1040, 1065, 1120, etc.) and check the appropriate box below. Enter only one tax form number per request. ▶ 1040

Enter tax return FORM HERE

a **Return Transcript,** which includes most of the line items of a tax return as filed w … script does not reflect changes made to the account after the return is processed. Transcripts are only available for the following returns: Form 1040 series, Form 1065, Form 1120, Form 1120A, Form 1120H, Form 1120L, and Form 1120S. Return transcripts are available for the current year and returns processed during the prior 3 processing years. Most requests will be processed within 10 business days . . . . . . ☐

b **Account Transcript,** which contains information on the financial status of the ac … e on the account, penalty assessments, and adjustments made by you or the IRS after the return was filed. … items such as tax liability and estimated tax payments. Account transcripts are available for most returns. Mo … ithin 10 business days . ☐

Only select ONE BOX (sections 6-8)

c **Record of Account,** which provides the most detailed information as it is a combination of the Return Transcript and the Account Transcript. Available for current year and 3 prior tax years. Most requests will be processed within 10 business days . . . . ☐

7 **Verification of Nonfiling,** which is proof from the IRS that you **did not** file a return for the year. Current year requests are only available after June 15th. There are no availability restrictions on prior year requests. Most requests will be processed within 10 business days . . ☐

8 **Form W-2, Form 1099 series, Form 1098 series, or Form 5498 series transcript.** The IRS can provide a transcript that includes data from these information returns. State or local information is not included with the Form W-2 information. The IRS may be able to provide this transcript information for up to 10 years. Information for the current year is generally not available until the year after it is filed with the IRS. For example, W-2 information for 2011, filed in 2012, will likely not be available from the IRS until 2013. If you need W-2 information for retirement purposes, you should contact the Social Security Administration at 1-800-772-1213. Most requests will be processed within 10 business days . ☐

Caution. *If you need a copy of Form W-2 or Form 1099, you should first contact the payer. To get a copy of the Form W-2 or Form 1099 filed with your return, you must use Form 4506 and request a copy of your return, which includes all attachments.*

9 **Year or period requested.** Enter the ending date of the year or period, using the mm/dd/yyyy format. If you are requesting more than four years or periods, you must attach another Form 4506-T. For requests relating to quarterly tax returns, such as Form 941, you must enter … iod separately. ▶ 2013 2012 2011 2010

Place Tax Years - up to 4 yrs.

… have notified the IRS or the IRS has notified you that one of the years for which you are requesting a transcript involved **identity theft** on your federal tax return . . . . ☐

Caution. Do not sign this form unless all applicable lines have been completed.

Signature of taxpayer(s). I declare that I am either the taxpayer whose name is shown on line 1a or 2a, or a person authorized to obtain the tax information requested. If the request applies to a joint return, at least one spouse must sign. If signed by a corporate officer, partner, guardian, tax matters partner, executor, receiver, administrator, trustee, or party other than the taxpayer, I certify that I have the authority to execute Form 4506-T on behalf of the taxpayer. **Note.** *For transcripts being sent to a third party, this form must be received within 120 days of the signature date.*

Signatures MUST be readable and by taxpayer

Phone number of taxpayer on line 1a or 2a
555-123-4567

Sign Here

Signature (see instructions) Date

Title (if line 1a above is a corporation, partnership, estate, or trust)

Spouse's signature Date

Date MUST be within 120 days of request