

How to Obtain: The Internal Revenue Service (IRS) Transcript Form

❖ **Contact:** 1-800-829-1040 (If the customer did not file a tax return).

❖ **In Writing to:** Internal Revenue Service (IRS)

➤ Return and Income Verification Services (RAIVS) TEAM

P.O. Box 145500

Stop 2800 F

Cincinnati, Ohio 45250

➤ To use this Service you need:

- [SSN](#) or [Individual Tax Identification Number \(ITIN\)](#),
- date of birth, and
- mailing address from your latest tax return

➤ What You Get:

- Return or Account [transcript types](#) delivered by mail
- Transcripts arrive in **5 to 10 calendar days** at the address we have on file for you

❖ **Visit your local IRS Office**

❖ Or **On-Line:** <http://www.irs.gov/Individuals/Get-Transcript>

➤ To register and use this service, you need:

- your [SSN](#), date of birth, filing status and mailing address from latest tax return,
- access to your email account,
- your personal account number from a credit card, mortgage, home equity loan, home equity line of credit or car loan, an
- a mobile phone with your name on the account.

➤ What you get:

- All [transcript types](#) are available online
- View, print or download your transcript
- Username and password to return later