**February 23, 2017 Electronic Announcement: Verification - IRS Documentation Requests, Uses, and Messaging**

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| **IRS Request Type Submitted** | **IRS Document Requested** | **Applicable tax year record on file with the IRS?** | **Request for document to be sent to a 3rd party\*?** | **IRS will send...** | **Where mailed to?** | **When?** |
| *Form 4506-T*  *If Form 4506-T was incomplete or inaccurate, IRS Form 13873 may be provided by the IRS*  *See February 23, 2017 Electronic Announcement for more information.* | * Tax Return Transcript * Tax Account Transcript * Record of Account * Wage & Income Transcript | Yes | No | Transcript or Record | To tax filer address on Line 3 of Form 4506-T | Within 10 business days from when the IRS receives Form 4506-T. |
| * Tax Return Transcript * Tax Account Transcript * Record of Account * Wage & Income Transcript | Yes | Yes | Transcript or Record | To 3rd party address on Line 5 of Form 4506-T | Within 10 business days from when the IRS receives Form 4506-T. |
| * Tax Return Transcript * Tax Account Transcript * Record of Account * Wage & Income Transcript | No | No | Transcript with indication that no record is found (t*his is acceptable documentation to verify nonfiling)* | To tax filer address on Line 3 of Form 4506-T | Within 10 business days from when the IRS receives Form 4506-T. |
| * Tax Return Transcript * Tax Account Transcript * Record of Account * Wage & Income Transcript | No | Yes | Transcript with indication that no record is found (t*his is acceptable documentation to verify nonfiling)* | To 3rd party address on Line 5 of Form 4506-T | Within 10 business days from when the IRS receives Form 4506-T. |
| * Verification of Nonfiling | No | No | Verification of Nonfiling Letter | To tax filer address on Line 3 of Form 4506-T | Within 10 business days from when the IRS receives Form 4506-T. |
| * Verification of Nonfiling | No | Yes | Verification of Nonfiling Letter | To 3rd party address on Line 5 of Form 4506-T | Within 10 business days from when the IRS receives Form 4506-T. |
| * Verification of Nonfiling | Yes | No | Document indicating a tax return is on file *(see February 23, 2017 Electronic Announcement)* | To tax filer address on Line 3 of Form 4506-T | Within 10 business days from when the IRS receives Form 4506-T. |
| * Verification of Nonfiling | Yes | Yes | Document indicating a tax return is on file *(see February 23, 2017 Electronic Announcement); to 3rd party a message to contact the taxpayer* | To tax filer address on Line 3 of Form 4506-T  & to 3rd party using address on Line 5 of 4506-T | Within 10 business days from when the IRS receives Form 4506-T. |

\*A postsecondary institution is considered a 3rd party for IRS documentation request purposes.

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| **IRS Request Type Submitted** | **IRS Document Requested** | **Applicable tax year record on file with the IRS?** | **Request for document to be sent to a 3rd party?** | **IRS will send...** | **Where mailed to?** | **When?** |
| Transcript Toll-free  1-800-908-9946  Note: A Record of Account, a Wage & Income Transcript, or Verification of Nonfiling are not available for request using the toll-free phone number. | * Tax Return Transcript * Tax Account Transcript | Yes | N/A | Transcript | IRS Address of Record – usually the address from the latest filed tax return | Within 10 business days from when the IRS receives Form 4506-T. |
| * Tax Return Transcript * Tax Account Transcript | No | N/A | Phone response that there is no 2015 tax return on file  *No response will be sent by mail.* | Phone response | Immediately |
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| Get Transcript By Mail  [www.irs.gov/transcripts](http://www.irs.gov/transcripts)  Note: A Record of Account, a Wage & Income Transcript, or Verification of Nonfiling are not available for request using this process. | * Tax Return Transcript * Tax Account Transcript | Yes | N/A | Transcript | IRS Address of Record – usually the address from the latest filed tax return | Within10 business days from when the IRS receives Form 4506-T. |
| * Tax Return Transcript * Tax Account Transcript | No | N/A | Browser response that there is no 2015 tax return on file  *No response will be sent by mail.* | Browser response | Immediately |
| Get Transcript Online  [www.irs.gov/transcripts](http://www.irs.gov/transcripts) | * Tax Return Transcript * Tax Account Transcript * Record of Account * Wage & Income Transcript * Verification of Nonfiling | Yes, if 2015 tax year was presented as an option on previous screen. | N/A | PDF of the requested document will be presented online for saving or printing | Browser | Immediately |