## IRS Transcript Request- "Get Transcript"

You can get a transcript by mail to view your tax account transactions or lineby-line tax return information for a specific tax year. The method you used to file your return and whether you have a refund or balance due, affects your <u>current year transcript availability</u>.

Use Website: <a href="https://www.irs.gov/individuals/get-transcript">https://www.irs.gov/individuals/get-transcript</a>
Contact IRS by Phone: 1-800-908-9946

<u>Note:</u> You may be required to submit a Verification of Non-Filing letter from the IRS (<u>www.irs.gov</u>) if either of the following statements are applicable to you:

- 1) You were <u>NOT</u> employed and had no income from work for 2019.
- 2) You were employed in 2019 but will not and are not required to file a Federal Tax Return.

To use "Get Transcript by Mail", you need your <u>Social Security number</u> (<u>SSN</u>) or your <u>Individual Tax Identification Number (ITIN</u>), date of birth, and address from your latest tax return.



- For Type of Transcript, choose the "Return Transcript"
  - For Tax Year, choose 2019
  - Transcript arrives in 5 to 10 business days.
  - Transcript by Mail is available en Español.