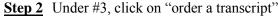


<u>Tax Transcripts Instructions</u>: You can obtain a copy of your/your spouse's or your parents' tax transcript directly from the IRS. The *1040/1040A/1040ez forms are no longer accepted as proof of tax filing*.

- Request one by phone at 1-800-908-9946
- Mailing in the 4506T form available online at www.irs.gov, on the main webpage under "Forms & Pubs"
- Or the fastest way to receive the tax transcript is to request it online at <a href="www.irs.gov">www.irs.gov</a> & follow these steps.

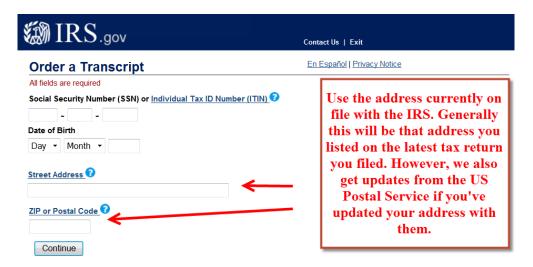
G. A.H.I. (C.I. D.) A. (T. C.) B. G. A.H.I. (C.I.

**Step 1** Under tools, click on "Order a Return or Account Transcript"

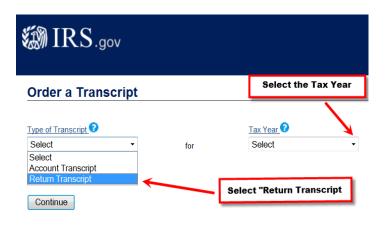




**Step 3** Enter in your information (SSN, Date of Birth, address) and click continue



**Step 4** Select "Return Transcript" & the "Tax Year"



<u>Step 5</u> Click on "Exit." Please allow 5-10 days to receive it. The transcript will sent to the address on file

