

Form **4506-T**

**Request for Transcript of Tax Return**

(Rev. January 2008)  
Department of the Treasury  
Internal Revenue Service

- ▶ Do not sign this form unless all applicable lines have been completed. Read the instructions on page 2.
- ▶ Request may be rejected if the form is incomplete, illegible, or any required line was blank at the time of signature.

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 also call 1-800-829-1040 to order a transcript. 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. <b>John Q. Smith</b>	1b First social security number on tax return or employer identification number (see instructions) <b>123-45-6789</b>
2a If a joint return, enter spouse's name shown on tax return <b>Jane E. Smith</b>	2b Second social security number if joint tax return <b>987-65-4321</b>
3 Current name, address (including apt., room, or suite no.), city, state, and ZIP code <b>123 Main Street Anywhere, USA 00001</b>	
4 Previous address shown on the last return filed if different from line 3 <b>321 Pine Drive Springfield, IL 00002</b>	
5 If the transcript or tax information is to be mailed to a third party (such as a mortgage company), enter the third party's name, address, and telephone number. The IRS has no control over what the third party does with the tax information.	

Make Sure FONT is LARGE and READABLE. You May Clarify by Writing Next to the Info in Big Block Letters.



Delegate ID: **cboettcher**

Caution: DO NOT SIGN this form if a third party requires you to complete Form 4506-T, and lines 6 and 9 are blank.

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**

a Return Transcript, which includes most of the line items of a tax return as follows: Form 1040 series, Form 1065, Form 1120, Form 1120L, and Form 1120S. Return transcripts are available for the current year and returns processed during the current year and the two preceding years. Most requests will be processed within 10 business days.

b Account Transcript, which contains information on the financial status of the account, such as payments made on the account, penalty assessments, and adjustments made to the account. Return information is limited to items such as tax liability and estimated tax payments. Account transcripts are available for the current year and the two preceding years. Most requests will be processed within 10 calendar days.

c Record of Account, which is a complete record of the account, including all payments, credits, and later adjustments. Record of Account transcripts are available for the current year and the three preceding years. Most requests will be processed within 10 business days.

7 Verification of Nonfiling, which is used to verify that a taxpayer has not filed a return for the year. 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 2007, will not be available from the IRS until 2008. If you need W-2 information for retirement purposes, you should contact the payer at 1-800-772-1213. Most requests will be processed within 45 days.

9 Year or period requested. Enter the ending date of the year or period, using the mm/dd/yyyy format. If you request more than four years or periods, you must attach another Form 4506-T. For requests relating to quarterly tax returns, you must enter each quarter or tax period separately.  
**12 / 31 / 2007**      **12 / 31 / 2006**

Place Veri-tax's Info on Line 5.

Place Return Type Here. You May Order Only One of Following: 1040, W2, 1099, 1120, or 1065.

Check Only 1 of These Boxes.

Place Tax Years Requesting. Up to the 4 Past Years Available.

Date Must Not Be Or Appear to be Altered. Valid for 60 Days.

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, either husband or wife 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.

Signature (see instructions) <i>John Q. Smith</i>	Date <b>4/30/08</b>	Telephone number of taxpayer on line 1a or 2 <b>(555) 555-1234</b>
Title <i>Jane E. Smith</i>	Date <b>4/30/08</b>	
Spouse's signature	Date	

Signature Must Be Readable and By the Taxpayer.

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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 also order a transcript. If you need a copy of your return, use Form 4506, Request for Copy of Tax Return. There is a fee for that.

Company's Federal Tax ID Number.

1a Name shown on tax return. If a joint return, enter the name shown first. <b>ACME Supplies Inc.</b>	1b First social security number on tax return or employer identification number (see instructions) <b>12-3456789</b>
2a If a joint return, enter spouse's name shown on tax return	2b Second social security number if joint tax return

3 Current name, address (including apt., room, or suite no.), city, state, and ZIP code  
**1234 Industry Blvd. Anywhere, USA 00000**

4 Previous address shown on the last return filed if different from line 3  
**4321 Factory Street Springfield, IL 00000**

Make Sure FONT is LARGE and READABLE. You May Clarify by Writing Next to the Info in Big Block Letters.

5 If the transcript or tax information is to be mailed to a third party (such as a mortgage company), enter the third party's name, address, and telephone number. The IRS has no control over what the third party does with the tax information.

**veri-tax™ Delegate ID: cboettcher**

**Caution: DO NOT SIGN** this form if a third party requires you to complete Form 4506-T, and lines 6 and 9 are blank.

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. ▶ **1120**

a **Return Transcript**, which includes most of the line items of a tax return as well as the tax liability. Return transcripts are only available for the following returns: Form 1040 series, Form 1065, Form 1120, Form 1120L, and Form 1120S. Return transcripts are available for the current year and returns processed during the current year and the two preceding years. Most requests will be processed within 10 business days.

b **Account Transcript**, which contains information on the financial status of the account, such as payments made on the account, penalty assessments, and adjustments made to the account. Return information is limited to items such as tax liability and estimated tax payments. Account transcripts are available for the current year and the two preceding years. Most requests will be processed within 10 calendar days.

c **Record of Account**, which is a complete record of the account, including the 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. Most requests will be processed within 10 business days.

8 **Form 1099 series, or Form 5498 series transcript.** The IRS can provide a transcript that includes data from the 1099 series, or Form 5498 series, for the current year. Information is not included with the Form W-2 information. The IRS may be able to provide this transcript for the current year if generally not available until the year after it is filed with the IRS. For example, W-2 information for 2007 will not be available from the IRS until 2008. If you need W-2 information for retirement purposes, you should contact the payer at 1-800-772-1213. Most requests will be processed within 45 days.

Place Veri-tax's Info on Line 5.

Place Return Type Here. You May Order Only One of the Following: 1120, or 1065.

Check Only 1 of These Boxes.

Place Tax Years Requesting Here. If Company has a "Fiscal Year" Ending, You Must Indicate the Specific Date Ending. Up to 4 Past Tax Years Available.

**Caution:** If you are requesting 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 request more than four years or periods, you must attach another Form 4506-T. For requests relating to quarterly tax returns, you must enter each quarter or tax period separately.  
**04 / 30 / 2007      04 / 31 / 2006**

Date Must Not Be Or Appear to be Altered. Valid for 60 Days.

**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, either husband or wife 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.

Signature: **John A. Smith**      4/30/08      Telephone number of taxpayer on line 1a or 2: (555) 555-1234

Sign Here: **President**  
Title (if line 1a above is a corporation, partnership, estate, or trust)

Spouse's signature

Signature Must Be Readable and By an OFFICER of the Company. Place Title Beneath the Signature.