How to Get an IRS Tax Return Transcript
By Mail Or Online

By Mail:

- Available on the IRS website at www.IRS.gov or by submitting paper Form 4506T-EZ or 4056-T. You can also call 1-800-908-9946.

- The IRS **will not** accept requests for transcripts at its Taxpayer Assistance Centers.

- In the **Tools** section on the homepage, click "Get a Tax Transcript"

- Click "Get Transcript by Mail".

- You will need:

    - SSN or Individual Tax Identification Number (TIN)

    - Date of birth

    - Mailing address from your latest tax return

- Enter the tax filer's social security number, date of birth, street address, and zip or postal code. Use the address from your latest tax return filed with the IRS. **Note:** If a joint tax return was filed, enter data for the primary taxpayer.

- Click the "Continue" button.

- Under Type of Transcript, select "**Return Transcript**".

- Under Tax Year, select:

    - **2019** to complete the *2021-2022 **and** 2020 2022-2023 Free Application for Federal Student Aid (FAFSA)*

- Click the "Continue" button.

- Exit **and** close the browser when complete.

- Allow five to ten business days for the transcript to arrive at the address the IRS has on file.

Online request:

- Available on the IRS website at www.IRS.gov

- In the **Tools** section on the homepage, click "Get a Tax Transcript"

- Click "Get Transcript ONLINE"

- To use this service, you must have:

    - Your SSN or TIN

- o Date of birth
- o Filing status of the most recent tax return
- o Mailing address of your most recent tax return
- o Access to a valid email address
- o A text-enabled mobile phone (pay-as-you-go plans cannot be used) in the user's name
- o Specific financial account numbers (such as a credit card number or an account number for a home mortgage or auto loan). *Note:* the IRS Get Transcript ONLINE registration process will not result in any charges to the card or financial account).

- During the registration process, the IRS will send the user a confirmation code via email and an authentication code via text. The IRS email and text will include a one-time code that the user will use to finalize the Get Transcript ONLINE registration.

- Under Tax Year, select:
  - o **2019** to complete the *2021-2022 **and** 2020 2022-2023 Free Application for Federal Student Aid (FAFSA)*

- *PLEASE NOTE:* The IRS will never request log-in information or personal data via email or text.

- If a tax filer is unable to successfully register for the Get Transcript ONLINE, the tax filer must request a tax return transcript by mail or phone as noted above.

- Exit **and** close the browser when complete