2014 IRS Tax <u>Return</u> Transcript/Verification of non-filing

1: Link to the IRS through your 15-16 FAFSA (Most

recommended and no tax papers needed from you)

2: Go online & have them mail it: (Paper copy takes 5-10 days to get in mail) http://www.irs.gov/Individuals/Get-Transcript

- Push Get transcript by mail
- Enter required information
- Then for type enter Return and 2014

3: Call: 1-800-829-1040 and you <u>must</u> be sitting beside a fax machine! (Almost impossible to get operator due to high volume of calls)

Listen to each prompt for a few seconds before you push any buttons:

- Push <u>#1</u> English Push <u>#2</u> Spanish
- Push <u>#2</u>
- Push <u>#1</u>
- Push <u>#4</u>
- Push <u>#2</u>
- Ignore ID or SS request 3 times
- Push <u>#2</u>

Once you get an operator tell them you need a **2014 IRS Tax Transcript** or Verification of non-filing and are standing beside a fax and they should fax it for you!