

IRS ACCOUNT TRANSCRIPT REQUEST INFORMATION

Applicants with U.S. Social Security Numbers (SSN) and/or Federal Employment Identification Numbers (FEIN/EIN) are required to provide IRS Account Transcripts of Tax Returns for the past four (4) filing periods with their applications.

Effective immediately, Applicants will need to request their own transcripts directly from the IRS.

The IRS online option to retrieve account transcripts is the quickest and preferred method to obtain immediate results, upon compliance with IRS validation guidelines through [ID.me](#) or by calling the Interactive Voice Response (IVR) at 800-908-9946, which allows taxpayers to request and receive real time responses.

Additional options include phone/fax and mail, which will require a [4506-T Form](#) authorizing the request, and can take between 5 to 10 calendar days for delivery. For instructions on completing the 4506-T Form, click [here](#).

HELPFUL IRS LINKS AND CONTACT NUMBERS

[Your account | Internal Revenue Service \(irs.gov\)](#)

[Transcript Types and Ways to Order Them | Internal Revenue Service \(irs.gov\)](#)

[Get Transcript | Internal Revenue Service \(irs.gov\)](#)

[Create an ID.me account - ID.me](#) or [Sign In \(irs.gov\)](#) to get transcript online by registering or signing in to an existing account

[4506-T Request for Transcript of Tax Return Form](#)

[Instructions for Completing 4506-T Form](#)

[Get Transcript FAQs | Internal Revenue Service \(irs.gov\)](#)

Call automated IRS phone transcript service at [800-908-9946](#) to request a transcript be mailed

**For additional questions please contact the IRS for assistance: Individuals: 800-829-1040 7am-7pm
Businesses: 800-829-4933 7am-7pm**

****ATTENTION MGCB APPLICATION PORTAL USERS****

MGCB Application Portal (MAP)

Upload most recent year account transcript result file under “Vendor/Entity/Individual Information” section of application, and prior three (3) years account results under “Additional Attachments” section.