

INCOME TAX INFORMATION

To order online: go to www.irs.gov

1) Select "Get Your Tax Record"

The screenshot shows the IRS website's main navigation and service tiles. At the top, there is the IRS logo, a search bar, and links for 'Help', 'News', 'Language', 'Charities & Nonprofits', and 'Tax Pros'. Below this is a horizontal menu with 'File', 'Pay', 'Refunds', 'Credits & Deductions', and 'Forms & Instructions'. The main content area features a grid of service tiles. The 'Get Your Tax Record' tile is highlighted in the top right corner. Other tiles include 'Refund Status', 'View Your Account', 'e-Services for Tax Professionals', 'Where's My Amended Return?', 'Make a Payment', 'Employer ID Number (EIN)', and 'Foreign Financial Institution (FFI) List'.

2) Select "Get Transcript ONLINE" or "Get Transcript by MAIL".

Welcome to Get Transcript

English | [Español](#) | [Chinese, Traditional](#) | [Korean](#) | [Russian](#) | [Vietnamese](#)

The screenshot shows the 'Welcome to Get Transcript' page. On the left is a navigation menu with categories: 'Individuals', 'International Taxpayers', 'Businesses and Self-Employed', and 'Government Entities'. Under 'Individuals', there are links for 'How to File', 'When to File', 'Where to File', 'Update My Information', 'Tax Record (Transcript)', and 'Third Party Authorization'. The main content area has a heading 'What You Need' and two columns of information. The left column is for 'Get Transcript Online' and the right is for 'Get Transcript by Mail'. Both columns list requirements and benefits. On the right side, there are sections for 'Related Forms' and 'Related Websites'.

Individuals

- How to File
- When to File
- Where to File
- Update My Information
- Tax Record (Transcript)**
- Third Party Authorization

International Taxpayers

Businesses and Self-Employed

Government Entities

You can get various Form 1040-series [transcript types](#) online or by mail. If you need your prior year **Adjusted Gross Income (AGI)** to e-file, choose the **tax return transcript** type when making your request. If you only need to find out how much you owe or verify payments you made within the last 18 months, you can [view your tax account](#).

The method you used to file your tax return, e-file or paper, and whether you had a balance due, affects your [current year transcript availability](#). **Note:** If you need a photocopy of your return, you must use [Form 4506](#).

Get Transcript Online

What You Need

To register and use this service, you need:

- your [SSN](#), date of birth, filing status and mailing address from latest tax return,
- access to your email account,
- your personal account number from a credit card, mortgage, home equity loan, home equity line of credit or car loan, and

Get Transcript by Mail

What You Need

To use this service, you need your:

- [SSN](#) or [Individual Tax Identification Number \(ITIN\)](#),
- date of birth, and
- mailing address from your latest tax return

What You Get

- Return or Account [transcript](#) types delivered by mail

Related Forms

- [About Form 4506T-EZ](#)
- [Formulario 4506T-EZ \(SP\)](#), [Formulario Abreviado para la Solicitud de un Trasunto...](#)

Related Websites

- [Social Security Administration \(SSA\) - My Account](#)
- [Free Application for Federal Student Aid \(FAFSA\)](#)

3) Follow the remaining instructions for getting transcript online.
(Make sure to print a TAX RETURN TRANSCRIPT and NOT a tax account transcript)

- 4) **If ordering by mail**, follow these instructions.
Input the requested information and click “Continue”.

The screenshot shows the top of the IRS.gov website with the logo and 'Contact Us | Exit' link. The main heading is 'Get Transcript' with a link for 'En Español | Privacy Notice'. A red message states 'All fields are required'. The form includes:

- 'Social Security Number (SSN) or Individual Tax ID Number (ITIN)' with a help icon and three input boxes separated by dashes.
- 'Date of Birth' with dropdowns for 'Day' and 'Month', and an empty input box for the year.
- 'Street Address' with a long text input field.
- 'ZIP or Postal Code' with a help icon and an input field.
- A 'Continue' button at the bottom.

- 5) Under “Type of Transcript” choose Return Transcript and the year you are requesting.

This screenshot shows the 'Get Transcript' form with the following elements:

- 'Type of Transcript' dropdown menu with 'Return Transcript' selected.
- 'for Tax Year' dropdown menu with 'Select' chosen.
- A 'Continue' button at the bottom.

- 6) You will then get a confirmation that the request has been accepted.

The screenshot shows a confirmation message on the IRS.gov website:

We have accepted your request for a 2014 Return Transcript . Please allow 5-10 days to receive it. The transcript will be sent to the address we have on file for you.

If you need more than one copy of your transcript you are allowed to make copies for your personal records.

At the bottom, there are two buttons: 'Exit' and 'Request a different transcript'.