



INSTRUCTIONS FOR COMPLETING FORM 4506-C (INDIVIDUAL TAXPAYER)

Form 4506-C (September 2020)	Department of the Treasury - Internal Revenue Service IVES Request for Transcript of Tax Return	OMB Number 1545-1872
<p>▶ Do not sign this form unless all applicable lines have been completed. ▶ Request may be rejected if the form is incomplete or illegible. ▶ For more information about Form 4506-C, visit www.irs.gov and search IVES.</p>		
1a. Name shown on tax return (if a joint return, enter the name shown first)	1b. First social security number on tax return, individual taxpayer identification number, or employer identification number (see instructions)	
Charlie Testco	123-45-6789	
2a. If a joint return, enter spouse's name shown on tax return	2b. Second social security number or individual taxpayer identification number if joint tax return	
Barbara Testco	987-65-4321	
3. Current name, address (including apt., room, or suite no.), city, state, and ZIP code (see instructions)		
123 Main St Anytown, CA 12345		
4. Previous address shown on the last return filed if different from line 3 (see instructions)		
234 Any St Anytown, CA 12345		
5a. IVES participant name, address, and SOR mailbox ID		
CoreLogic Credco, 10277 Scripps Ranch Blvd., San Diego, CA 92131 866.418.4596 Participant # 302617 Mailbox ID: CLGX4506T		
5b. Customer file number (if applicable) (see instructions)		
Caution: This tax transcript is being sent to the third party entered on Line 5a. Ensure that lines 6 through 8 are completed before signing. (see instructions)		
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 filed with the IRS. A tax return transcript does not reflect changes made to the account after the return is processed. Transcripts are only available for the following returns: Form 1040 series, Form 1065, Form 1120, Form 1120-A, Form 1120-H, Form 1120-L, and Form 1120S. Return transcripts are available for the current year and returns processed during the prior 3 processing years <input checked="" type="checkbox"/>		
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 by you or the IRS after the return was filed. Return information is limited to items such as tax liability and estimated tax payments. Account transcripts are available for most returns <input checked="" type="checkbox"/>		
c. Record of Account, which provides the most detailed information as it is a combination of the Return Transcript and the Account Transcript. Available for current year and 3 prior tax years <input checked="" type="checkbox"/>		
7. 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 2016, filed in 2017, will likely not be available from the IRS until 2018. If you need W-2 information for retirement purposes, you should contact the Social Security Administration at 1-800-772-1213 <input checked="" type="checkbox"/>		
Caution: If you need a copy of Form W-2 or 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 4508 and request a copy of your return, which includes all attachments.		
8. Year or period requested. Enter the ending date of the tax year or period using the mm/dd/yyyy format (see instructions)		
12/31/2020 12/31/2019 12/31/2018 12/31/2017		
Caution: Do not sign this form unless all applicable lines have been completed.		
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, at least one spouse must sign. If signed by a corporate officer, 1 percent or more shareholder, partner, managing member, 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-C on behalf of the taxpayer. Note: This form must be received by IRS within 120 days of the signature date.		
<input checked="" type="checkbox"/> Signatory attests that he/she has read the attestation clause and upon so reading declares that he/she has the authority to sign the Form 4506-C. See instructions.		
Signature (see instructions)	Date	Phone number of taxpayer on line 1a or 2a
Charlie Testco	1/25/2021	
Print/Type name		
Charlie Testco		
Title (if line 1a above is a corporation, partnership, estate, or trust)		
Spouse's signature	Date	
Barbara Testco	1/25/2021	
Print/Type name		
Barbara Testco		

Line 1a: Enter the name of the primary taxpayer shown on the tax return (if a joint return, enter the name shown first on the tax return.)

Line 2a: Insert the name of the spouse as it appears on the most recent tax return.

Line 3: Insert the current name (if different from Line 1a) and current address.

Line 5a: Must ALWAYS contain the following information:
CoreLogic Credco, 10277 Scripps Ranch Blvd., San Diego, CA 92131; Phone: 866.418.4596; Participant # 302617; Mailbox ID: CLGX4506T

Line 8: Enter the tax years desired in the format mm/dd/yyyy.

The box to the left of the signature that attests to their authority to sign the 4506-C MUST be checked in order for the 4506-C form to be accepted by the IRS.

Signature: The Primary Taxpayer and/or Spouse (if joint return) MUST sign the form. Should be signed exactly as name appeared on tax return for the most recent tax year requested. If name is changed, should sign current name and former name.

Print/Type name: The signers name MUST be printed/typed below their signature.

Line 1b: Enter the Social Security Number of the Primary Taxpayer.

Line 2b: Enter the Social Security Number of the Spouse.

Line 4: Enter the address as it appears on the most recent tax return filed if it is different than the address on Line 3.

Line 6: Enter the Tax-return form used by the taxpayer for the most recent year requested.

Line 6a-c: Box should be checked for the transcript type you desire. 6a (Return Transcript), 6b(Account Transcript), or 6c (Record of Account)

Line 7: Box should be checked if you desire form W-2, 1099 series, 1098 series or 5498 series.

Date: Enter the complete date of the signature. Form will be rejected if the date exceeds 120 calendar days from date signed to the date processed by IRS.

IMPORTANT: Adjustments or Alterations to the IRS Form 4506-C CANNOT be made even if initialed by the taxpayer who has signed and dated the form. Content must be legible. Please avoid small print or completed copies that are reduced in size.