

Form **4506-T**  
(November 2021)  
Department of the Treasury  
Internal Revenue Service



## Request for Transcript of Tax Return

Signature and date

Future Developments

Future developments section containing information about the form's status and where to find more details.

What's New section detailing updates for the 2019 tax year, including changes to the form and instructions.

General Instructions

Caution: Important information regarding the use of the form.

Purpose of form: Explanation of the form's function and how it relates to other tax forms.

Note: Key information and reminders for taxpayers.

Customer File Number: Information regarding the IRS's internal tracking system.

Additional instructions and details regarding the form's completion.

Tip: Helpful advice for navigating the form and the IRS website.

Automated transcript request: Information on how to request a transcript of the form.

Where to file: Instructions on where to mail the form based on the taxpayer's location.

Line 1b: E (EIN) and SSN information for the taxpayer.

Line 3: E (PO box) information.

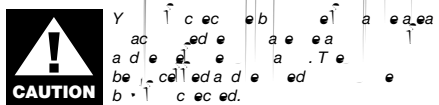
Line 4: E (3) information.

Note: Information regarding the IRS's processing of the form.

Line 5: E (10) information.

Note: Information regarding the SSN and the form's processing.

Line 6: E (Signature and date) information.



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Future Developments section for the second page.

What's New section for the second page.

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Chart for individual transcripts (Form 1040 series and Form W-2 and Form 1099)

If you filed an individual return and lived in: Mail or fax to:

Address and contact information for the IRS, including the APO FPO address.

Additional contact information and details for the IRS, including phone numbers and fax numbers.

Privacy Act and Paperwork Reduction Act Notice

Privacy Act and Paperwork Reduction Act Notice: A detailed notice explaining the collection and use of taxpayer information.

Learning about the law or the form, 10; Preparing the form, 12; Copying, assembling, and sending the form to the IRS, 20.

IRS address: 1111 Constitution Avenue, NW, IR-6526, Washington, DC 20224.