

WAYS TO REQUEST A PROOF OF NON FILER FROM THE IRS

What is an IRS Verification of Non-Filing Letter?

An IRS Verification of Non-filing Letter provides proof that the IRS has no record of a filed Form 1040 for the year you requested.

Non Tax filers can request an IRS Verification of Non-filing Letter, free of charge, from the IRS in one of three ways:

Online Request:

Use the [Get Transcript Online](#) tool on the IRS website to view, print, or download a copy of the Tax Return Transcript.

Please Note: If you are unable to use this option you will need to move forward with the paper option

Telephone Request:

Call 1.800.908.9946 to receive the transcript by mail to the tax filer's IRS address of record within 5 to 10 calendar days.

Paper Request Form- IRS 4506-T

Use the [Get Transcript by Mail](#) option on the IRS website to submit a Tax Return Transcript or Tax Account Transcript request online and receive the transcript by mail to the tax filer's IRS address of record within 5 to 10 calendar days.

You may also submit the form using [IRS Form 4506-T](#) or [4506T-EZ](#) (available on IRS website) to have the Tax Return or Verification of Nonfiling Letter mailed to the tax filer's IRS address of record. Most requests are processed within 10 business days.

The student or parent may need to file [IRS Form 8822](#), to change his or her address with the IRS in order to receive a tax transcript or verification of Nonfiling by mail.