

This document is going to show you step-by-step how to order your IRS transcripts online. If you have any questions about this process, please contact the person who requested this from you.

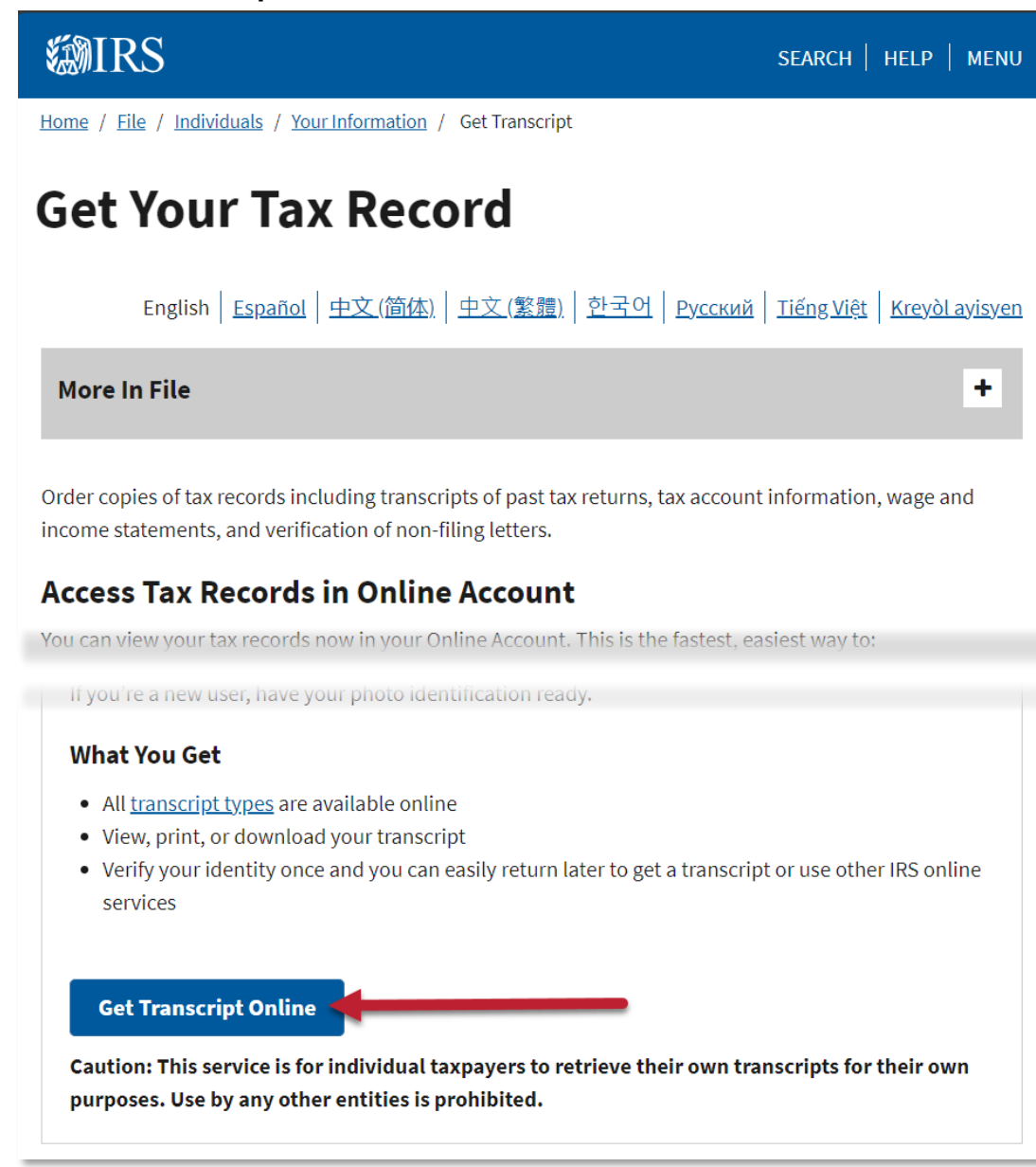
PLEASE NOTE: This process does not replace the requirement for Nations Direct Mortgage to obtain IRS Transcripts; however, it can help advance your file while we await the final document from the IRS.

STEP 1

Go to: <https://www.irs.gov/individuals/get-transcript>

STEP 2

Click on **Get Transcript Online**



IRS SEARCH | HELP | MENU

[Home](#) / [File](#) / [Individuals](#) / [Your Information](#) / [Get Transcript](#)

Get Your Tax Record

English | [Español](#) | [中文\(简体\)](#) | [中文\(繁體\)](#) | [한국어](#) | [Русский](#) | [Tiếng Việt](#) | [Kreyòl ayisyen](#)

More In File +

Order copies of tax records including transcripts of past tax returns, tax account information, wage and income statements, and verification of non-filing letters.

Access Tax Records in Online Account

You can view your tax records now in your Online Account. This is the fastest, easiest way to:

If you're a new user, have your photo identification ready.

What You Get

- All [transcript types](#) are available online
- View, print, or download your transcript
- Verify your identity once and you can easily return later to get a transcript or use other IRS online services

Get Transcript Online

Caution: This service is for individual taxpayers to retrieve their own transcripts for their own purposes. Use by any other entities is prohibited.

STEP 3

- IRS now offers a sign-in option with ID.me, which offers access to IRS online services with a secure account that protects your privacy.
- ID.me is an account created, maintained, and secured by a technology provider.
- If you don't have an ID.me account, you must create a new account.

An official website of the United States Government [Here's how you know.](#)

IRS

Sign In or Create a New Account

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Sign in with an existing account

Sign in with **ID.me**

OR

Create a new account

ID.me Create an account

Choose the appropriate option

Frequently Asked Questions

- + How do I verify my identity?
- + What if I can't verify my identity?
- + What is ID.me?

STEP 4

Once logged in, you will be directed to this screen "Get Transcript"

- Select "Mortgage Related" for reason you need a transcript
- Enter "1234" in Customer File Number

IRS

Signed in as: [Name] | Profile | Logout

Welcome, MYRA

Get Transcript

Select a reason you need a transcript: **Mortgage Related**

Customer File Number: 1234

GO

IRS Privacy Policy | Privacy Notice | Accessibility

STEP 5

Under “Record of Account Transcript”, select the prior 2 years

Get Transcript

Select a reason you need a transcript:

Customer File Number:

GO >

You selected: **Mortgage Related**
We suggest you download: **Return Transcript**

Below are the transcripts and years available.

Return Transcript	Record of Account Transcript	Glossary
2021	Under Record of Account Transcript Select the prior 2 years	Return Transcript Return transcripts show most line items from your Form 1040-series tax return as it was originally filed, including any accompanying forms and schedules. In many cases, a return transcript will meet the requirements of lending institutions offering mortgages and student loans. Account Transcript Account transcripts show changes you or the IRS made after you filed your original return, such as making estimated tax payments or filing an amended return. Record of Account Transcript Record of account transcripts combine the information from return
2020		
2019		
2018		
Account Transcript 2021 2020 2019 2018 Show All		Wage & Income Transcript 2021 2020 2019 2018 Show All

STEP 6

Once you click on the year needed, an automatic pop-up will appear with your results. Save the document to your computer and provide to the appropriate person.



Internal Revenue Service
United States Department of the Treasury

This Product Contains Sensitive Taxpayer Data

Request Date:

Response Date:

Tracking Number:

Customer File Number: 1234

Record of Account

FORM NUMBER: 1040 TAX PERIOD: