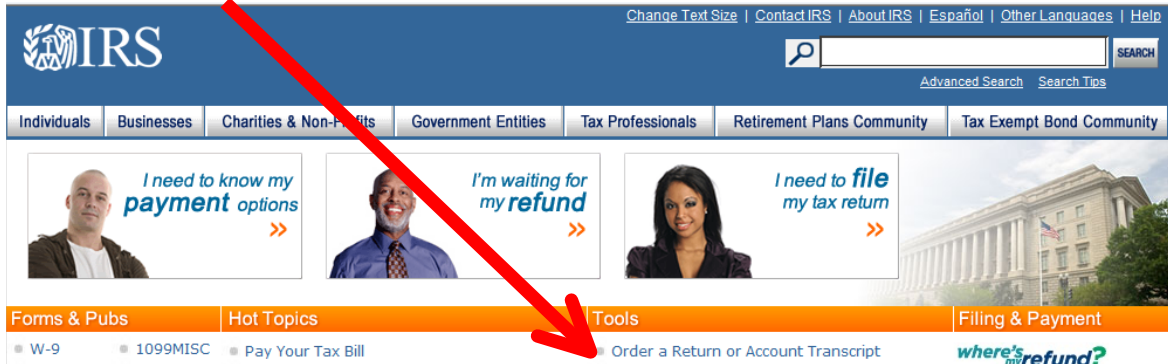
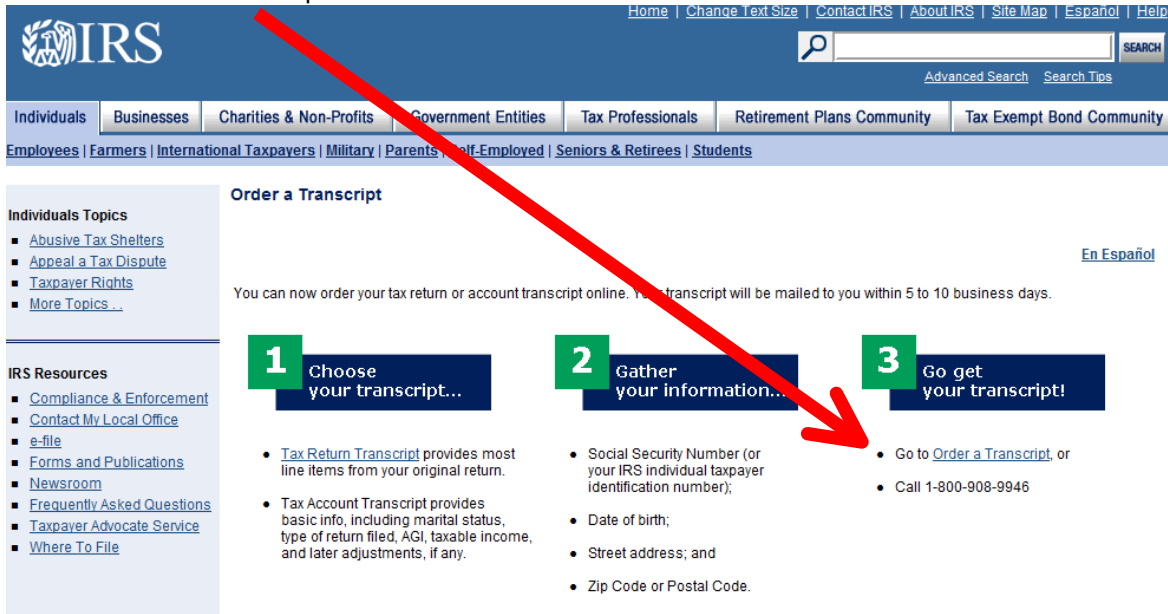


Instructions for Ordering a Tax Transcript from the IRS

1. Go to www.irs.gov
2. Under “Tools” click on “Order a Return or Account Transcript”



3. Choose “Order a Transcript”



4. Enter your personal information (or parent’s information if applicable). The transcript request must be made under the primary ssn or the first person listed on the tax return.
5. Under “Type of Transcript,” select “Return Transcript” and select the appropriate tax year.

Note: Request take approximately 5-10 days. The transcript will be sent to the address the IRS has on file for you.