

Instructions: How to Request IRS 2021 Tax Return Transcript or 2021 Verification of Non-Filing Letter

Request Online:

- Go to <https://www.irs.gov/individuals/get-transcript>
- Review the information that you will need to create an account
 - To register and use this service, you need:
 - your [SSN](#), date of birth, filing status and mailing address from latest tax return,
 - access to your email account,
 - your personal account number from a credit card, mortgage, home equity loan, home equity line of credit or car loan, and
 - a mobile phone linked to your name (for faster registration) or ability to receive an activation code by mail.
- Click on “Get Transcript Online”
- Create an account
- Request the Tax Return Transcript or the Verification of Non-Filing Letter for the 2021 tax year

Request by Mail:

- Go to <https://www.irs.gov/individuals/get-transcript>
- Review the information that you will need to request the document
 - To use this service, you need your:
 - [SSN](#) or [Individual Tax Identification Number \(ITIN\)](#),
 - date of birth, and
 - mailing address from your latest tax return
- Click on “Get Transcript by Mail”
- Enter the information requested
- Request the Tax Return Transcript or the Verification of Non-Filing Letter for the 2021 tax year

If you have problems, the IRS.gov Website Help Desk can be reached toll-free at 1-800-876-1715, Monday - Friday 8:00 a.m. - 8:00 p.m. (Eastern Time).