

KBO TAX & ACCOUNTING SERVICES

5600 ANNAPOLIS ROAD
BLADENSBURG, MARYLAND 20710
Tel: (301) 927-4300 Fax: (301) 927-4380

Request for Copy of Tax Return

Tip. You may be able to get your tax return or return information from other sources. The IRS can provide a **Tax Return Transcript** for many returns free of charge. The transcript provides most of the line entries from the original tax return and usually contains the information that a third party (such as a mortgage company) requires. You can quickly request transcripts by using the IRS automated self-help service tools. If you decide to obtain a copy of your **Tax Return** from KBO Tax & Accounting Services, you must complete this form, fax or mail to the office and there is a \$35.00 fee for each return requested.

Full payment must be paid on-line with a Debit/Credit Card, or by mail with a Money Order (only) made payable to "KBO Tax & Accounting Services" and a copy of your Picture Government ID. Otherwise, you will need to come into the office with your Picture Government ID and the fee of \$35.

Name shown on tax return. If a joint return, enter the name shown first:

First social security number on tax return _____

If a joint return, enter spouse's name shown on tax return _____

Second social security number _____

Current name, address (including apt., room, or suite no.), city, state and ZIP code:

Previous address shown on the last return filed if different:

Year or period requested: _____

SIGNATURE OF TAXPAYER (S). I declare that I am either the taxpayer whose name is shown or person authorized to obtain the tax return requested. If the request applies to a joint return, at least one spouse must sign. If signed by a corporate officer, partner, guardian, tax matters partner, executor, receiver, administrator, trustee, or party other than the taxpayer.

SIGNATURE

DATE

TITLE

PHONE OF TAXPAYER

SPOUSE'S SIGNATURE

DATE