

Instructions for completing the 4506-T form to request a Verification of Nonfiling for the 2020 tax year.

Complete the highlighted items: 1a, 1b, 3, check the box above the signature, sign and date the form. If you fill out line 3 and line 4 you will need an additional form (form 8822 Change of Address) in order for your 4506-T form to be completed. **Then mail or fax the 4506-T form to the correct office according to the chart below.** DO NOT mail or fax this instruction page.

The IRS will process your 4506-T (and 8822, if applicable) request and send you a “Verification of Nonfiling letter” to the address listed on line 3. Once you receive this letter from the IRS, submit it to the IVCC Financial Aid Office.

If you lived in or your business was in:	Mail or fax the 4506-T form to:
Connecticut, Delaware, District of Columbia, Georgia, Illinois , Indiana, Kentucky, Maine, Maryland, Massachusetts, Michigan, New Hampshire, New Jersey, New York, North Carolina, Ohio, Pennsylvania, Rhode Island, South Carolina, Tennessee, Vermont, Virginia, West Virginia, Wisconsin	Internal Revenue Service RAIVS Team P.O. Box 145500 Stop 2800 F Cincinnati, OH 45250 Fax: 855-800-8015
Alabama, Alaska, Arizona, Arkansas, California, Colorado, Florida, Hawaii, Idaho, Iowa, Kansas, Louisiana, Minnesota, Mississippi, Missouri, Montana, Nebraska, Nevada, New Mexico, North Dakota, Oklahoma, Oregon, South Dakota, Texas, Utah, Washington, Wyoming, a foreign country, American Samoa, Puerto Rico, Guam, the Commonwealth of the Northern Mariana Islands, the U.S. Virgin Islands, or A.P.O. or F.P.O. address	Internal Revenue Service RAIVS Team P.O. Box 9941 Mail Stop 6734 Ogden, UT 84409 Fax: 855-298-1145

If you do not have a Social Security Number or Tax Identification Number (ITIN), call the Financial Aid Office at 815-224-0438. Do not send or fax the attached page to the Financial Aid Office.