

# Request a FREE 2020 Verification of Non-Filing Letter

Verification of Non-filing Letter provides proof that the IRS has no record of a filed Form 1040 for the year you requested. It doesn't indicate whether you were required to file a return for that year.



## Get Transcript – Online or by Mail

- ❖ Visit <https://www.irs.gov/individuals/get-transcript> and follow the instructions for the method you want to receive your non-verification letter.
- ❖ If unable to request online or log in to IRS account, print Form 4506-T, complete it and mail or fax to IRS RAIVS Team. May take up to 10 business days to receive the verification of non-filing letter.



## IRS Office – La Crosse, WI

- ❖ Schedule an appointment by calling 844-545-5640.
- ❖ La Crosse Post Office, 2<sup>nd</sup> Floor, 425 State Street, La Crosse, WI.
- ❖ This service is free and you will receive your TAX RETURN and/or WAGE AND INCOME TRANSCRIPT immediately.

***\*\*Please do NOT have your non-filing letter sent directly to Financial Aid Resources and Planning Services from the IRS\*\****

### Submit your letter to Financial Aid Resources and Planning Services

#### **Mail/Drop-off:** Western Technical College

Financial Aid Resources and Planning Services  
400 7th Street North  
La Crosse, WI 54601

#### **Upload:** Submit your requested documentation through your MyFinAid account.

Log into MyFinAid and click on "Upload it now!" The document must be in a jpg or pdf file.