

Request for Return / Information

(Federal/State Tax Exchange Program - State and Local Government Use Only)

SECTION A	Return to		
	Internal Revenue Service Disclosure Scanning Operation Stop 93A Post Office Box 621506 Atlanta, GA 30362-3006		
I am requesting the following identified return(s) / return information under terms of the Federal / State Tax Coordination Agreement. I understand disclosure or use of the information received for other than authorized tax administrative purposes is subject to criminal and civil liabilities under sections 7213 and 7431 of the Internal Revenue Code.			
SECTION B	1. Name of Taxpayer		SSN / EIN
	Address		
	2. Information Requested		Type of return forms
Copy of return(s) <input type="checkbox"/> Yes <input type="checkbox"/> No			
Check the appropriate block			
<input type="checkbox"/> Transcript			
<input type="checkbox"/> Audit Workpapers			
<input type="checkbox"/> Outstanding balance of assessments including penalties and interest computed to _____			
<input type="checkbox"/> Other (Specify below) _____		(date)	
3. Reason requested (Check the appropriate block)			
<input type="checkbox"/> Pending Examination		<input type="checkbox"/> Criminal Investigation	
<input type="checkbox"/> Pending Collection Activity		<input type="checkbox"/> Other (Specify) _____	
SECTION C	1. Name of employee making request		Date request made
	2. Group Manager Signature		Group Manager phone number
			Division / Branch / Group
	3. From (Signature / Authorized Representative)		Date signed
			Telephone number
4. Requesting Agency			
Agency name			
Attention			
Street address			
Street address			
City, State, ZIP code			

Instructions for Form 8796-A, Request for Returns/Information under Federal/State Exchange Agreement

The form may be used by state and local tax agency personnel requesting return(s) or return information from IRS.

Complete Sections A, B and C. After signature approval, forward to the pre-printed address in Section A. State the agency's need and use for the requested data as specifically as possible in section B-3. A general statement that it is needed for tax administration is insufficient.

Note: Do not send expedite requests or other requests that require local handling to the address in Section A. Contact your local Disclosure Office. If the office agrees to expedite or otherwise handle your request locally, you will submit it directly to that office.