



Gavilan College/Financial Aid Office

5055 Santa Teresa Blvd.

Gilroy, CA 95020

Tel: 408-848-4727 Fax: 408-848-4752 Email: finaid@gavilan.edu

**Information for Requesting
IRS Transcript for Verification of Nonfiling for 2007**

The Financial Aid Office is required to verify if you filed a tax return or if you did not.

If you or your parent(s) did not file an Income Tax Return for 2007, the following is information on how to request an IRS transcript which verifies non-filing for 2007.

**How to Request Free Verification of Nonfiling for 2007 from IRS
for individuals who live in CA.**

Your parent(s) may request **verification of nonfiling for 2007 from the IRS** by phone, mail, or fax. Have them choose one of the following:

1. Call the IRS at 1-800-829-1040. This is an automated system which will ask your parent(s) to confirm their personal information before they speak with an IRS representative. Your parent(s) will request a free transcript which confirms their non-tax filing status for 2007 and it will be mailed to their home address or it can be faxed to our office. If your parent(s) would like for the IRS to fax the **Verification of Nonfiling for 2007** to our office, they may ask the IRS representative to **fax it to the Financial Aid Office at 408-848-4752**.
2. Fax the completed IRS Form 4506-T to the IRS at **1-801-620-6922**. We have attached a copy of the IRS Form 4506-T for your parent's convenience. After the IRS receives and processes your parent's request, they will receive by mail **Verification of Nonfiling** in about 1-2 weeks. If your parent(s) would like for the IRS to directly mail the Financial Aid Office a copy of Verification of Nonfiling, be sure to complete box 5 of the 4506-T Form with our name and address information (which are listed at top of this form).
3. Mail the completed IRS Form 4506-T to the IRS address listed below. We have attached a copy of the IRS Form 4506-T for your parent's convenience. Your parent(s) will receive **Verification of Nonfiling** by mail in about 3-4 weeks. Mail the IRS Form 4506-T to:

**RAIVS Team
P.O. Box 9941
Mail Stop 6734
Ogden, UT 84409**

Sincerely,
Financial Aid Staff

2008 – 2009