



# Form IL-4506-F Instructions

## General Information

Form IL-4506-F allows a taxpayer or a person authorized to obtain the taxpayer's tax information to request a redacted copy (one with some information blacked-out) of a fraudulent tax return that was filed using the taxpayer's name and Social Security number (SSN).

### Who can obtain a copy of a fraudulently filed tax return?

The primary taxpayer (or the spouse on a married filing jointly return) can obtain a redacted copy of a tax return that was fraudulently filed using the name and SSN of the primary taxpayer or spouse. A person authorized to obtain the taxpayer's tax information can also request a redacted copy of a tax return that was fraudulently filed using the taxpayer's name and SSN.

### What information is required for a taxpayer to request a copy of a fraudulently filed tax return?

The primary taxpayer (or the spouse on a married filing jointly return) must submit a copy of a government-issued identification such as

- a driver's license,
- a passport, or
- another government-issued form of identification.

### What information is required for a person authorized to obtain a taxpayer's tax information to request a copy of a fraudulently filed tax return?

The person authorized to request tax information for the taxpayer whose name and SSN was used to file the fraudulent return must submit a copy of a government-issued identification and a copy of the documents demonstrating the authority to receive the requested tax information such as

- a minor child's birth certificate, adoption record, or court documents showing the person as the parent or guardian of the minor child whose name and SSN was used to file the fraudulent return,
- a completed Illinois Form IL-2848, Power of Attorney, if the person is a representative for the taxpayer whose name and SSN was used to file the fraudulent return, or
- a court document showing the person was appointed guardian, executor, or personal representative for the taxpayer whose name and SSN was used to file the fraudulent return.

### How long will it take to receive a copy of the fraudulent return?

Many factors can affect the time required to fulfill a request. One factor is whether there are any open, unresolved issues with the tax return requested. Any issues must be resolved before we can provide a copy of the tax return. We will acknowledge each request within 30 days from the date it was received.

### Why is some information on the return redacted?

We may disclose information from a fraudulent return to a person whose name and SSN are listed as the primary taxpayer or the spouse when the disclosure does not seriously impair state tax administration. Some information on the fraudulent return will be redacted or partially redacted, but there will be enough data to determine how the taxpayer's personal information was used.

## Step-by-Step Instructions

### Step 1: Provide taxpayer information

**Line 1** - Enter the Social Security number (SSN) of the primary taxpayer or spouse used on the fraudulently filed tax return.

**Line 2** - Enter the full name of the primary taxpayer or spouse used on the fraudulently filed tax return.

**Line 3** - Enter the street address, city, state, and ZIP code of the taxpayer named on Line 2.

### Step 2: Provide requestor information

**Note** The requestor is the person completing this request for a copy of the fraudulently filed return.

**Line 4** - Check the box that describes your relationship to the taxpayer named in Step 1.

**Line 5** - Complete the following fields:

- Enter your SSN if you did not check the "self" box on Line 4.
- Enter your full name if you did not check the "self" box on Line 4.
- Enter the mailing address, city, state, and ZIP code where we should send the tax information you are requesting.
- Enter a daytime phone number so we can contact you if necessary.

### Step 3: Provide tax document information

**Line 6** - Check the box next to the individual income tax form you are requesting.

**Line 7** - Enter the tax year or years of the individual income tax form you are requesting.

**Note** You can request a copy of fraudulently filed tax returns for the current tax year and any returns filed in the previous three years.

### Step 4: Sign below

You must sign, print your name, and date your request.

### Mail this form to:

RECORDS MANAGEMENT DIVISION 2-200  
ILLINOIS DEPARTMENT OF REVENUE  
PO BOX 19014  
SPRINGFIELD IL 62794-9014