



To request W-2 or tax return transcripts, simply fax this cover sheet with the completed and signed 4506T forms to **800.775.5689** or email to 4506@CreditTechnologies.com. Questions? Please call 800.473.1380.

Company Name		Client ID#	
Requested By		Date	
Email address		Phone#	

Be sure to include your phone number in the event we encounter problems with your request.
Your completed request will be automatically uploaded and a notification email sent to the above address.

	Name	Soc Sec #	Years Requested				Service		
			*2015	2014	2013	2012	W2/ 1099	1040	1120
1									
2									
3									
4									
5									
6									
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11									
12									
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- *2015 W-2/1099 are available after 4/15/2016.
- *Tax transcripts typically available 8 weeks after filing of return. Premature orders will return a “no records found” notice.
- **Requests must be signed within 120 days of request.** The IRS will reject missing/expired signatures.
- If requesting corporate returns, use company name and EIN#, and the request must be signed by an officer or member and include his/her title.
- For fastest service, please use CT customized 4506T forms. For additional copies – call 800.473.1380

I hereby authorize Credit Technologies, Inc. to charge the above account the costs associated with this request.

Authorized Signature

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50481 W. Pontiac Trail
Wixom, Michigan 48393-2028
Voice 248.313.1000
Facsimile 248.313.1100
www.CreditTechnologies.com