

How to Download your IRS Transcripts

Follow these steps:

1. Log in to your IRS Online Account.
2. Click “Get Transcript.”
3. Choose a transcript type.
4. Select the year you need.
5. Download and save the document.

Link:

<https://www.irs.gov/individuals/get-transcript>

Why is this important?

Downloading your IRS transcript is important because it gives you a copy you can save, print, or share when needed. This makes it easier to send your tax information to a tax preparer, lender, or program that requires proof of income or tax history. It also helps you keep your own records, so you don't have to go back and request the same information again later. Having a downloaded copy can save time and help you stay organized if you need to fix a tax issue or file past returns.

Review the transcripts for the following:

- Unfiled 2019-2022 tax returns
- Returns filed before 12/26/2025 but after:
 - o For 2019, Filed after 4/15/2023
 - o For 2020, Filed after 4/15/2024
 - o For 2021, Filed after 4/15/2025
 - o For 2022, Filed after 4/15/2026
- Late filed returns or late payments. Use this resource for more information about what to look for on your transcripts: [How to Use IRS Tax Account Transcripts to Identify Potential COVID-19 Disaster Relief Refunds \(Part II\)](#)