



SBA Information Notice

TO: All Employees

CONTROL NO.: 5000-1359

SUBJECT: Revised IRS Form 4506-T and
Updated Internal Revenue Service
(IRS) contact information

EFFECTIVE: 11-25-2015

The purpose of this Notice is to inform you that the Internal Revenue Service (IRS) has issued a revised Form 4506-T (Rev. 9-2015). Effective immediately, this revised Form must be used to request IRS tax transcripts from the IRS Service Centers. The IRS tax transcripts are used to verify the business financial information submitted with loan applications in the 7(a) and 504 Loan Programs.

The revised Form 4506-T is available on SBA's Intranet site in the Forms section at <http://collab.sba.gov/sbaforms/IRS%20%20Internal%20Revenue%20Service/Forms/AllItems.aspx>. It is important to note that SBA's logo must be included at the top of the form to ensure both that SBA-related requests are expedited and that there will be no charge for the transcripts.

The attachment to this Notice provides updated contact information for the IRS Service Centers. Any requests or questions concerning IRS tax transcripts should be submitted to the appropriate IRS Service Center. The first page of this attachment provides the updated contact information for transcripts associated with IRS Form 1065 and the IRS Form 1120 series.

Questions or concerns may be directed to the IRS, Robert Shearer at (816) 291-9727, email Robert.G.Shearer@irs.gov, or Mary Ray at (816) 291-9717, email Mary.R.Ray@irs.gov, or SBA Justine Alston at (202) 205-7623, email Justine.Alston@sba.gov.

Linda T. Reilly
Acting Director
Office of Financial Assistance

Attachment

EXPIRES: 11-1-16

PAGE 1

SBA Form 1353.1 (12-93) MS Word Edition; previous editions obsolete
Must be accompanied by SBA Form 58

Attachment

IRS Service Campus Addresses, Managers, and Phone Numbers
(Form 1040 series and Form W-2)

IRS CAMPUS	ADDRESS	MANAGER	PHONE	FAX
Alabama, Kentucky, Louisiana, Mississippi, Tennessee, Texas, a foreign country, American Samoa, Puerto Rico, Guam, the Commonwealth of the Northern Mariana Islands, the U.S. Virgin Islands, or A.P.O. or F.P.O Address	<p align="center">IRS RAIVS Team 3651 S. Interregional Hwy. Stop 6716 AUSC Austin, TX 73301</p>	<p align="center">Josephine (Jodi) Eller – Manager Tomas Bustos - Lead</p>	<p align="center">512-460-2255 512-460-8729</p>	<p align="center">512-460-2272</p>
Alaska, Arizona, Arkansas, California, Colorado, Hawaii, Idaho, Illinois, Indiana, Iowa, Kansas, Michigan, Minnesota, Montana, Nebraska, Nevada, New Mexico, North Dakota, Oklahoma, Oregon, South Dakota, Utah, Washington, Wisconsin, Wyoming	<p align="center">IRS RAIVS Team 5045 E. Butler Ave Stop 37106 Fresno, CA 93888</p>	<p align="center">Linda Thompson – Manager Jennifer Beach–Romo – Manager Michelle Horrell – Lead Tammy Fontes – Manager Denita Cox - Lead</p>	<p align="center">559-456-5886 559-454-6955 559-456-5889 559-456-5891 559-456-5892</p>	<p align="center">559-456-7227</p>
Connecticut, Delaware, District of Columbia, Florida, Georgia, Maine, Maryland, Massachusetts, Missouri, New Hampshire, New Jersey, New York, North Carolina, Ohio, Pennsylvania, Rhode Island, South Carolina, Vermont, Virginia, West Virginia	<p align="center">IRS RAIVS Team 333 W. Pershing Rd. Stop 6705 P-6 Kansas City, MO 64999</p>	<p align="center">Kathy Kurz – Manager Debra Phillips – Lead Nina Blurton – Manager Eddie Cole - Lead</p>	<p align="center">816-499-5319 816-499-5870 816-499-5662 816-449-5981</p>	<p align="center">816-292-6850</p>

Source: Internal Revenue Service

All other Transcripts
(Form 1065 and 1120 series)

If individual lived in or the business was in:	Mail or fax to the Internal Revenue Service at:	Manager and POCs	Phone	Fax
Alabama, Alaska, Arizona, Arkansas, California, Colorado, Florida, Hawaii, Idaho, Iowa, Kansas, Louisiana, Minnesota, Mississippi, Missouri, Montana, Nebraska, Nevada, New Mexico, North Dakota, Oklahoma, Oregon, South Dakota, Texas, Utah, Washington, Wyoming, a foreign country, or A.P.O or F.P.O. address	<p align="center">IRS RAIVS Team P.O. Box 9941 Mail Stop 6734 Ogden, UT 84409</p>	<p align="center">Michael Barker – Manager Alisa Smith - Lead</p>	<p align="center">801-620-7667 801-620-6411</p>	<p align="center">801-620-6014</p>
Connecticut, Delaware, District of Columbia, Georgia, Illinois, Indiana, Kentucky, Maine, Maryland, Massachusetts, Michigan, New Hampshire, New Jersey, New York, North Carolina, Ohio, Pennsylvania, Rhode Island, South Carolina, Tennessee, Vermont, Virginia, West Virginia, Wisconsin	<p align="center">IRS Data Conversion Operation IVES Team – Stop 35 201 West River Center Blvd Covington, KY 41011</p>	<p align="center">Lead: Monica Smallwood</p>	<p align="center">859-669-4085</p>	<p align="center">859-669-3592</p>

Revised November 2015

EXPIRES: 11-1-16

PAGE 3

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