

# ONLINE TAX RETURN VERIFICATIONS

Delivering added value to your credit reporting services.

# INTRODUCTION

- **What is a Tax Return Verification (TRV)?**
  - A document that verifies a borrower's income with the IRS
  - Used to prevent fraud and loan buy backs
- **Who uses a TRV?**
  - Lenders use TRV to compare tax return submitted by the borrower with the IRS
  - Brokers use TRV pre-funding to find discrepancies before funding

# FEATURES

- Fully embedded in MCL system
  - Integrated ordering and billing
  - Available on Settlement Services Worksheet (SSW)
- IRS Form 4506
  - Standard tax return verification form
- Tax Transcripts delivered in PDF format
  - Online status tracking
- 1 to 2 day turnaround time
  - Previous turnaround 16-60 days
- TRV Returns up to 4 years of past 1040 and W-2

# TAX FILING VERIFICATION (TFV)

- Verifies tax filing for a particular year
- No tax transcripts provided
- Ideal for Self-Employed borrowers
  - Self-employed individuals typically write off portions of their income as expenses, changing adjusted gross income significantly
  - Lenders typically ask for proof of tax filing for 2 years as ‘self employed’

# TRV PROCESS

- Users log into MCL system
- Enter borrowers name, address, SSN
- Select tax transcript type
  - 1040
  - 1040 + W-2
  - 1065
  - 1120
  - TFV
- Print 4506 form
- Fax signed 4506 to Veri-Tax
- PDF tax transcript available on MCL within 1 to 2 days

# TRV INTERFACE

MORTGAGE CREDIT LINK - Microsoft Internet Explorer

File Edit View Favorites Tools Help

MORTGAGE CREDIT LINK File # [ ] Go Main Help Logout

Main

DESKTOP ORDER RECENT REPORTS RECENT REQUESTS

Please click on the appropriate Order link to order product.

**Credit Report**

- [Order Credit Report](#)
- [Find Credit Report](#)

**Automated Valuation Models**

- [Order AVM](#)
- [Find AVM](#)

**Identity Verification**

- [Order IDV](#)
- [Find IDV](#)

**Tax Return Verification**

- [Order TRV](#)
- [Find TRV](#)

# TRV INTERFACE



TRVOrder - Microsoft Internet Explorer

File Edit View Favorites Tools Help



**ENTER TAX RETURN VERIFICATION DATA**

Cancel Next


**Loan Identifier**

Notification Email ?  

stella@abc.com

**First name shown on tax form**  **SSN/EIN** 

Jonathan Consumer 123456789

**Current address (including City, State, Zip)** 

1234 Main St., Los Angeles, CA 90004

**Address on last tax form (if different from above)**

**Tax Form** **Year1** **Year2** **Year3** **Year4**

1040 2003 2002 2001 2000

TAX FILING Verification ONLY ?

4506 Already Signed

Pay with credit card

Automated email notification

Integrated credit card payment

# TRV INTERFACE

**Step 2: Fax Authorization Form**

Your order has been initiated with our processing center. You need to do the following to complete the order:

1. Click on the Print Form button below to print a unique 4506 Form for this order
2. Have the consumer(s) sign the 4506 Form
3. Fax a copy of the executed 4506 Form to 800-815-0909

If you already have a signed 4506 Form, please check the checkbox and click on Print Form.  
This will allow you to print only the unique cover sheet to fax with your executed 4506 Form.

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4506 Form received by 6:00 p.m. Pacific Time will be completed 1 to 2 business days later by 6:00 p.m. Pacific Time. W-2 Research orders may take longer.

If you have a question about your account, contact us at 714-708-6950 .



# FORM 4506 TAX RETURN REQUEST

## COVER SHEET



### Fax transmittal form

Please process the attached IRS Forms:		Fax To: 800-615-0009	
Date	4/15/2004	Order #:	70
Processor:	NATHAN WANG	Tracking #:	18971
Company:	KELTON & COMPANY	Phone No.:	310-123-1234
		Email:	nathan@meridianlink.com

Request for 1040, 1120 Transcripts & W2s

#### Order Detail

Loan Identifier	Taxpayer's Last Name	Social Security Number:	Years Requested				W2
			Year 1	Year 2	Year 3	Year 4	
	PILICA	842-63-5179	2003	2002	2001	2000	

#### Request For TAX FILING Verification *ONLY*

*(This report will indicate if the taxpayer filed taxes for the years specified only! Full Transcripts will NOT be delivered if TFX box is checked)*

TFV  check box  
For TFX only!

#### Please note:

- Orders received after 6:00 PST will not be put into process until the next business day.
- Please do not change line 5 on the 4506.
- All 4506 requests must be signed and dated no longer than 60 days prior to today's date.
- W2 Orders will take 1-4 business days to complete.
- Address on the 4506 must match the address on file with the IRS.
- Place Previous Addresses on line 4 on 4506!

Form <b>4506</b> (Rev. May 1997) Department of the Treasury Internal Revenue Service	<b>B</b> <b>Request for Copy or Transcript of Tax Form</b>	Type 3 OMB No. 1545-0429 ML - 18971
▶ Read Instructions before completing this form. ▶ Type or print clearly. Request may be rejected if the form is incomplete or illegible.		
<b>Note: Do not use this form to get tax account information. Instead, see instructions below.</b>		
1a Name shown on tax form. If a joint return, enter the name shown first. PILICA, KELTON	1b First social security number on tax form or employer identification number (see instructions) 842-63-5179	
2a If a joint return, spouse's name shown on tax form	2b Second social security number on tax form	
3 Current name, address (including apt., room, or suite no.), city, state, and ZIP code 555 LA LA LAND, COSTA MESA, CA 92626		
4 Address, (including apt., room, or suite no.), city, state, and ZIP code shown on the last return filed if different from line 3		
5 If copy of form or a tax return transcript is to be mailed to someone else, enter the third party's name and address VERI-TAX.COM 17842 IRVINE BLVD. SUITE 238, TUSTIN, CA, 92780		
6 If we cannot find a record of your tax form and you want the payment refunded to the third party, check here <input type="checkbox"/>		
7 If name in third party's records differs from line 1a above, enter that name here (see instructions) ▶ <input type="checkbox"/>		
8 Check only one box to show what you want. There is no charge for items 8a, b, and c: a <input checked="" type="checkbox"/> Tax return transcript of Form 1040 series filed during the current calendar year and the 3 prior calendar years (see instructions). b <input type="checkbox"/> Verification of nonfiling. c <input type="checkbox"/> Form(s) W-2 information (see instructions). d <input type="checkbox"/> Copy of tax form and all attachments (including Form(s) W-2, schedules, or other forms). The charge is \$23 for each period requested. <b>Note: If these copies must be certified for court or administrative proceedings, see instructions and check here.</b> ▶ <input type="checkbox"/>		
9 If this request is to meet a requirement of one of the following, check all boxes that apply. <input type="checkbox"/> Small Business Administration <input type="checkbox"/> Department of Education <input type="checkbox"/> Department of Veterans Affairs <input checked="" type="checkbox"/> Financial Institution		
10 Tax form number (Form 1040, 1040A, 941, etc.) 1040	12 Complete only if line 8d is checked. Amount due: a Cost for each period \$ 23.00 b Number of tax periods requested on line 11 c Total cost. Multiply line 12a by line 12b. \$	
11 Tax period(s) (year or period ended date). If more than four, see instructions. 2003   2002   2001   2000	Full payment must accompany your request. Make check or money order payable to "Internal Revenue Service."	
Caution: Before signing, make sure all items are complete and the form is dated. I declare that I am either the taxpayer whose name is shown on line 1a or 2a, or a person authorized to obtain the tax information requested. I am aware that based upon this form, the IRS will release the tax information requested to any party shown on line 5. The IRS has no control over what that party does with the information.		
Please Sign Here	Signature. See instructions. If other than taxpayer, attach authorization document.	Telephone number of requester ( )
	Title if line 1a above is a corporation, partnership, estate, or trust	Best time to call
	Spouse's signature	TRY A TAX RETURN TRANSCRIPT (see line 8a instructions)
<b>Instructions</b> Section references are to the Internal Revenue Code. TIP: If you had your tax form filled in by a paid preparer, check first to see if you can get a copy from the preparer. This may save you both time and money. Purpose of Form.—Use Form 4506 to get a tax return transcript, verification that you did not file a Federal tax return, Form W-2 information, or a copy of a tax form. Allow 6 weeks after you file a tax form before you request a copy of it or a transcript. For W-2 information, wait 13 months after the end of the year in which the wages were earned. For example, wait until Feb. 1999 to request W-2 information for wages earned in 1997. Do not use this form to request Forms 1099 or tax account information. See this page for details on how to get these items. Note: Form 4506 must be received by the IRS within 60 calendar days after the date you signed and dated the request. How Long Will It Take?—You can get a tax return transcript or verification of nonfiling within 7 to 10 workdays after the IRS receives your request. It can take up to 60 calendar days to get a copy of a tax form or W-2 information. To avoid any delay, be sure to furnish all the information asked for on Form 4506. Forms 1099.—If you need a copy of a Form 1099, contact the payer. If the payer cannot help you, call or visit the IRS to get Form 1099 information. Tax Account Information.—If you need a statement of your tax account showing any later changes that you or the IRS made to the original return, request tax account information. Tax account information lists <i>(Continued on back)</i>		
For Privacy Act and Paperwork Reduction Act Notice, see back of form. Cat. No. 41721E Form 4506 (Rev. 5-97)		

# TRV STATUS TRACKING

Name	Tax Form	Ordered By	Search Date	Status	Price
PILICA, KELTON	1040	NATHAN WANG	04/09/04 08:01:44 AM	Submitted	\$0.00
WELTON, KELTON	1040	KELTON	04/08/04 12:17:04 PM	Submitted	\$0.00
WINKEL, ROBERT	1040	NATHAN WANG	04/02/04 12:03:23 PM	Submitted	\$0.00

<b>New</b>	Order was created but not submitted.
<b>Submitted</b>	Order was submitted, Veri-tax waiting for fax.
<b>In Progress</b>	Report sent to IRS
<b>IRSPProblem</b>	Error on the report: an email is sent to notify errors for correction and order re-sent.
<b>Inactive/Rejected</b>	Veri-Tax canceled report process because IRS problem not fixable.
<b>Canceled</b>	Order is canceled because the fax was not received within 48 hours.
<b>Completed</b>	The report is done and can be viewed.

# SAMPLE TAX TRANSCRIPT

**INTERNAL REVENUE SERVICE** Department of the Treasury  
**Tax Return Listing** Page: 1

Taxpayer Identification Number: [REDACTED]  
 Tax Period: December 31, 2001  
 Filing Status: Head of Household  
 Exemptions: 3

4117 REEF/CAN PL 88-1  
 METAIRIE, LA 70003-1201178

Form 1040

LN 7 WAGES	0	REGULATED INVEST COMPANY CR: F2439	0.00
LN 8a TAXABLE INTEREST: SCH B	31	LN 8b TOTAL PAYMENTS	41,500.00
LN 8b TAX-CREDIT INTEREST	0	LN 8ba REFUND AMOUNT	9,007.00
LN 8c DIVIDEND INCOME: SCH B	0	LN 8b APPLIED TO 2002 ESTIMATED TAX	0.00
LN 10 REFUNDS OF STATE/LOCAL TAXES	1,000	LN 70 AMOUNT YOU OWE	0.00
LN 11 ALIQUOT RECEIVED	0	LN 71 ESTIMATED TAX PENALTY	0.00
LN 12 BUSINESS INCOME OR LOSS: SCH C	0		
LN 13 CAPITAL GAINS OR LOSSES: SCH D	0	<b>Schedule A</b>	
LN 14 OTHER GAINS OR LOSSES: F4797	0	LN 1 MEDICAL AND DENTAL EXPENSES	3,122
LN 15a GROSS IRA DISTRIBUTIONS	0	LN 4 NET MEDICAL DEDUCTION	0
LN 15b TAXABLE IRA DISTRIBUTIONS	0	LN 5 STATE AND LOCAL INCOME TAXES	4,558
LN 15c GROSS PERSONAL ANNUITY AMOUNT	0	LN 8 REAL ESTATE TAXES	1,091
LN 15d TAXABLE PERSONAL ANNUITY AMOUNT	0	LN 9 TOTAL TAXES	6,179
LN 17 EDITIONAL TAX PARTNER/SHR/STATE	126,000	LN 10 MORTGAGE INTEREST (FINANCIAL)	14,201
LN 18 FARM INCOME OR LOSS: SCH F	0	LN 11 MORTGAGE INTEREST (INDIVIDUAL)	0
LN 19 UNEMPLOYMENT INCOME	0	LN 12 DEDUCTIBLE POINTS	0
LN 20a GROSS SOCIAL SECURITY BENEFITS	0	LN 13 DEDUCTIBLE INVESTMENT INTEREST	14,201
LN 20b TAX SOCIAL SECURITY BENEFITS	0	LN 14 TOTAL INTEREST DEDUCTION	14,201
LN 21 OTHER INCOME	0	LN 15 OTHER THAN CASH: FEES	385
ADDITIONAL FORM 114 NET INCOME	0	LN 17 CARRYOVER FROM PRIOR YEAR	0
LN 22 TOTAL INCOME	136,144	LN 18 TOTAL CONTRIBUTIONS	1,803
LN 23 IRA DEDUCTION	0	LN 19 GAS OR THEFT LOSS: F4688	0
LN 24 STUDENT LOAN INTEREST DEDUCTION	0	LN 23 TOTAL LIMITED MISC EXPENSES	0
LN 25 MEDICAL SAVINGS ACCOUNT DEDUCTION	0	LN 26 NET LIMITED MISC DEDUCTION	0
LN 26 MOVING EXPENSES: F2603	0	OTHER THAN GAMBLING AMOUNT	0
LN 27 SELF-EMPLOYMENT TAX DEDUCTION	6,783	LN 27 OTHER MISC DEDUCTIONS	0
LN 28 SELF-EMP HEALTH INS DEDUCTION	4,083	LN 28 TOTAL ITEMIZED DEDUCTIONS	22,185.00
LN 29 ROYALTY CONTRIBUTION DEDUCTION	8,494		
LN 30 FARM Y MTHORAMN, OF SAVINGS PRELTY	0	<b>Schedule D</b>	
LN 31 ALIQUOT PAID ESN: 000-00-0000	0	LN 3a TOTAL SHORT-TERM SALES PRICE	0.00
EDIT OTHER ADJUSTMENTS	0	LN 71 NET SHORT-TERM GAIN/LOSS	0.00
LN 32 TOTAL ADJUSTMENTS	19,870	LN 10a TOTAL LONG-TERM SALES PRICE	0.00
LN 33 AGI	116,174.00	LN 10b 28% RATE GAIN/LOSS	0.00
LN 39 TAXABLE INCOME	83,289.00	LN 10c NET LONG-TERM GAIN/LOSS	23.00
LN 40 TENTATIVE TAX	18,919.00	LN 19 UNRECAPTURED SECT. 1256 GAIN	0.00
ADDM. FORM 8874 TAX AMT	0.00	LN 22 INVESTMENT INCOME: F4952	0.00
LN 41 ALTERNATIVE MINIMUM TAX	0.00	LN 28 QUALIFIED 5 YEAR GAIN	0.00
LN 43 FOREIGN TAX CREDIT: F1118	0.00		
LN 44 CHILD & DEP CARE EXP: F2441	191.00	<b>Schedule E</b>	
LN 45 CR ELDERLY AND DISABLED: SCH R	0.00	LN 2 PRGML USE OF RENTAL VAG PROP	0
LN 46 EDUCATION CREDIT: F2800	0.00	LN 3 TOTAL SPTS RECEIVED	0
LN 47 STATE RESTRUCTION CREDIT	0.00	LN 4 TOTAL ROYALTIES RECEIVED	0
LN 48 CHILD TAX CREDIT	0.00	LN 12 MORTGAGE INTEREST PAID	0
LN 49 ADOPTION CREDIT: F2829	0.00	LN 18 TOTAL EXPENSE DEDUCTION	0
LN 50 GENERAL BUSINESS CREDITS	0.00	LN 30 DEPRECIATION EXP OR DEPLETION	0
MORTGAGE CERTIFICATE CR	0.00	LN 24 RENT & ROYALTY INCOME	0
FORM 1040C CREDIT	0.00	LN 25 RENT & ROYALTY LOSSES	0
PRIOR YR 98% TAX CREDIT: F2801	0.00	LN 26a PRTNSHIP/Corp PASSIVE INCOME	0
OTHER STATUTORY CREDITS	0.00	LN 26b PRTNSHIP/Corp NONPASSIVE INCOME	135,000
LN 51 TOTAL STATUTORY CREDITS	191.00	LN 26c PRTNSHIP/Corp PASSIVE LOSS	0
LN 53 SELF-EMPLOYMENT TAX	13,585.00	LN 26d PRTNSHIP/Corp NONPASSIVE LOSS	0
LN 54 FICA ON UNREPORTED TIPS	0.00	LN 25 PARTNERSHIP INCOME	135,000
UNPAID FICA ON REPORTED TIPS	0.00	LN 30 PARTNERSHIP LOSS	0
TOT. SORBERCARE WITHHELD: F2812	0.00	LN 22a ESTATE/TRUST PASSIVE INCOME	0
LN 55 TAX ON FARM Y PARTNERSHIP: F2929	0.00	LN 22b ESTATE/TRUST PASSIVE LOSS	0
LN 56 ADVANCED EIC	0.00	LN 34 ESTATE AND TRUST INCOME	0
LN 57 HOUSEHOLD EMPLOYMENT TAXES: SCH H	0.00	LN 35 ESTATE AND TRUST LOSS	0
LN 58 TOTAL TAX LIABILITY	32,403.00	LN 36 NET ESTATE MORTGAGE INCOME/LOSS	0
ACCUM DISTR OF TRUSTS: F4975	0.00	LN 38 NET FARM RENT INCOME/LOSS	0
LN 59 FEDERAL INCOME TAX WITHHELD	0.00	LN 41 GROSS FARMING & FISHING INCOME	0
LN 60 ESTIMATED TX PMTS & AMT PRV APPLD	41,500.00		
LN 61a EARNED INCOME CREDIT	0.00	<b>Schedule SE</b>	
LN 61b NONTAXABLE EARNED INCOME	0.00	SGN OF SELF-EMPLOYED TAXPAYER	435-44-3776
LN 62 EXCESS SOC SECURITY TAX WITHHELD	0.00	LN 1 NET FARM PROFIT/LOSS: SCH F	0
LN 63 ADDITIONAL CHILD TAX CR: F2812	0.00		
LN 64 AMOUNT PAID WITH F4888	0.00		

**INTERNAL REVENUE SERVICE** Department of the Treasury  
**Tax Return Listing** Page: 2

Taxpayer Identification Number: [REDACTED]  
 Tax Period: December 31, 2001  
 Filing Status: Head of Household  
 Exemptions: 3

4117 REEF/CAN PL 88-1  
 METAIRIE, LA 70003-1201178

Form 2441

LN 65 CR FOR FED TX ON FUELS: F4136	0.00	LN 2 NET PROFIT/LOSS: SCH CAK1	135,000
LN 6 TOTAL MISC INCOME	135,000		
LN 3a TENTATIVE CHURCH WAGES	0		
LN 3c TOTAL SOC SEC & RR WAGES	0		
<b>FORM QUALIFY PERSONS:</b>	2		
CARE PROVIDER CONTRL:	8TC		
CARE PROVIDER:	72-091780		
LN 2 CHILD 1 (a) CHILD'S NAME CONTRL:	BOH		
LN 2 CHILD 1 (b) SSN:	438-77-2123		
LN 2 CHILD 1 (c) QUALIFIED EXP:	42		
LN 2 CHILD 2 (a) CHILD'S NAME CONTRL:	BOH		
LN 2 CHILD 2 (b) SSN:	437-85-4134		
LN 2 CHILD 2 (c) QUALIFIED EXP:	464		
LN 3 AMOUNT OF QUALIFIED EXPENSES	598		
LN 4 EARNED INCOME-PRIMARY	128,207		
LN 5 EARNED INCOME-SECONDARY	128,207		
LN 10 DEPENDENT CARE EMPLOYER BENEFITS	0		
LN 13 QUALIFIED EXP EMPLOYER INCURRED	0		
LN 21 DEPENDENT CARE EXCLUDED BENEFITS	0		
PRIOR YEAR CHILD CARE EXPENSES	0		