We're auditing your 2016 Form 1040

You need to send us supporting documentation

We need you to send us information to support items you claimed on your tax return. You must respond within 30 days from the date of this notice or we'll disallow the items being audited, and you may owe additional tax.

What you need to do immediately

- Send copies of information that support the audit items below.
- Complete the Response form and mail or fax it to us along with your documentation within 30 days from the date of this notice.
- Call us at 866-xxx-xxxx if you can't get your documentation ready in time.

Audit items that require supporting documentation

The items below need supporting documentation. Review each item and follow the instructions on what to send.

To qualify for: Earned Income Credit Form 1040

You should:
- Review the Form 886-H-EIC, Documents You Need to Send to Claim the Earned Income Credit on the Basis of a Qualifying Child or Children for Tax year.
- Submit the documentation requested to show your child met the relationship, age and residency tests to qualify you for the Earned Income Credit.
If we don’t hear from you

If you don’t mail or fax your supporting documentation within 30 days from the date of this notice, we’ll disallow the items being audited and send you an audit report showing the proposed changes to your tax return.

Next steps

- We’ll review the information you provide (please allow us at least 30 days).
- If the information supports your tax return, we’ll send your refund and a letter letting you know your audit is closed.
- If the information doesn’t fully support your tax return, we’ll send you an audit report that explains the proposed changes, including any additional tax you may owe plus any penalties and interest that may apply.

Additional information

- Visit www.irs.gov/cp75a
- Review the enclosed documents and The Examination Process (Publication 3498-A) which describes your appeal rights.
- For tax forms, instructions, and publications, visit www.irs.gov/forms-pubs or call 800-TAX-FORM (800-829-3676).
- Review the enclosed Publication 1, Your Rights as a Taxpayer.
- Keep this notice for your records.

If you need assistance, please don’t hesitate to contact us.

Taxpayer Advocate Service

The Taxpayer Advocate Service (TAS) is an independent organization within the IRS that can help protect your taxpayer rights. TAS can offer you help if your tax problem is causing a hardship, or you've tried but haven't been able to resolve your problem with the IRS. If you qualify for TAS assistance, which is always free, TAS will do everything possible to help you. Visit www.taxpayeradvocate.irs.gov or call 877-777-4778.

Low Income Taxpayer Clinics (LITC)

Assistance can be obtained from individuals and organizations that are independent from the IRS. The Directory of Federal Tax Return Preparers with credentials recognized by the IRS can be found at http://irs.treasury.gov/rpo/rpo.jsf. IRS Publication 4134 provides a listing of Low Income Taxpayer Clinics (LITCs) and is available at www.irs.gov. Also, see the LITC page at www.taxpayeradvocate.irs.gov/litcmap.

Assistance may also be available from a referral system operated by a state bar association, a state or local society of accountants or enrolled agents or another nonprofit tax professional organization. The decision to obtain assistance from any of these individuals and organizations will not result in the IRS giving preferential treatment in the handling of the issue, dispute or problem. You don’t need to seek assistance to contact us. We will be pleased to deal with you directly and help you resolve your situation.
Response form

Complete this form, and mail or fax it to us within 30 days from the date of this notice. If you use the enclosed envelope, be sure our address shows through the window.

Provide your contact information

If your address has changed, please call 866-xxx-xxxx or visit www.irs.gov.

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1. Indicate which items you’re addressing with supporting documents

The enclosed documentation supports my 2016 tax return (check all that apply):

- [ ] Earned Income Credit, Form 1040

2. Send this Response form to us

Mail or fax your Response form to us along with any documentation within 30 days from the date of this notice. If you’re using your own envelope, mail your package to the address on this form or, fax it to 855-xxx-xxxx (not a toll-free number).