

# Taxes

## ITIN mailing instructions, IRS appointment

**1. tax return binder**    print tax return (form 1040 and following pages)    Both spouses have to sign it.    Attach copies of w2   

**2. w7 binder**    Wife(person who needs itin number) has to sign w7.   

**3. one packet for irs office submission**    take both tax return copy and w7 binders in one packet to irs office along with originals (passport, marriage certificate, h4 document, H1 document).   

<http://www.irs.gov/uac/TAC-Locations-Where-In-Person-Document-Verification-is-Provided>

<http://www.irs.gov/uac/Contact-Your-Local-IRS-Office-1>

   Please call IRS and make sure they process w7 and verification of passport etc at the location nearest to you.    **Telephone Assistance for**

**Individuals: Toll-Free, 1-800-829-1040**    Hours of Operation: Monday

– Friday, 7:00 a.m. – 7:00 p.m. your local time (Alaska & Hawaii follow Pacific Time).    Its better to go early in the morning to IRS office along with both binders in one packet. **1. tax return binder 2. w7 binder**

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if by post please mail to

<https://www.irs.gov/pub/irs-pdf/iw7.pdf>

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