



**PERSONAL INCOME TAX
FAX COVER SHEET**

NOTE: Please include only one taxpayer's information and one tax year per fax. Do not highlight information on any sheets included with the fax. Please follow these instructions to avoid delays in processing and payment of refunds.

Taxpayer Name (name listed first on return or notice)

Taxpayer SSN/EIN

Tax Year

To: _____

Message:

Reason for Fax (check all boxes that apply):

- Required E-File Return Attachments
 - Military orders and other information (fax: 717-772-4193 or 717-787-2840)
 - Other states' returns (fax: 717-705-6651)
- Correspondence for the Fraud Investigation Unit (fax: 717-705-4614)
- Response to Department Notice
 - Department Request for Information (fax: 717-783-5823)
 - Other: Clarify documents faxed and reason for fax (use the fax number provided on the notice you are responding to; otherwise, fax to 717-783-5823)

Sender Information:

Name of Sender

Telephone Number

Number of pages sent including fax cover sheet: _____

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