



Department of Treasury  
Internal Revenue Service

[REDACTED]

[REDACTED]

Notice	CP567
Notice date	June 4, 2010
To contact us	Phone [REDACTED] International calls: [REDACTED]
Case reference number	XXXXXX-XXX-XXXXXX-X
Date of birth	[REDACTED]

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In response to your Individual Taxpayer Identification Number (ITIN) application

## We have rejected your ITIN (Form W-7) application

We received your application for an Individual Taxpayer Identification Number (ITIN) but have rejected it because you didn't include a completed and signed U.S. federal tax return with your application.

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### What you need to do

#### Provide the required documentation

- Please complete a new Form W-7.
- Include unexpired documentation to verify your identity and foreign status.
- Examples of acceptable identification documentation include:
  - Passport
  - National ID card
  - U.S. or foreign driver's license
  - U.S. state ID card
- Please note that a passport is the only document that will prove both identity and foreign status. If you don't submit a passport, you will need to submit multiple documents, such as a National ID card and a U.S. driver's license or state ID card. At least one document must have a photograph.
- Send us a completed and signed U.S. federal tax return.
- Include a copy of this notice.
- Mail this information to the address at the top of this notice.

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### IRS criteria for documents

- We prefer that you send notarized copies instead of original documents. However, if you choose to send an original, we will return it to you after your application is processed.
- If you are submitting a copy, it must be notarized by a U.S. notary public, or by a foreign notary. Foreign notaries must have an Apostille attached, as outlined by the Hague Convention (go to [www.irs.gov](http://www.irs.gov) and search for keyword "Apostille" or "Hague" for more information).
- If the document shows information on both sides, provide copies of the front and the back.

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**Additional information**

- Visit [www.irs.gov/cp567](http://www.irs.gov/cp567). You can also find the following online:
  - Form W-7 instructions
- Keep this notice for your records.

If you need assistance, please don't hesitate to contact us. Please refer to Case XXXXX-XXX-XXXXX-X when calling or writing us.