

ACCESSING YOUR IRS.GOV ACCOUNT RECORDS

1. Visit irs.gov/account
2. Click on the “Sign in to your Online Account” button.
3. This step depends on whether you already have an account setup or not.
 - a. If you have not yet setup an account on irs.gov click the button that says “ID.me Create an account”.
 - i. Choose “Create an ID.me account” near the top.
 - ii. Enter an email address, create a password, confirm your password and click the box to accept the ID.me terms of service and privacy policy.
 - iii. Next ID.me will walk you through steps to confirm your identity. Currently the process requires a smartphone or computer with webcam to submit photos of your driver’s license/ID or similar identification document. You will follow their directions to take a selfie or a short video to confirm someone else is not signing up using your driver’s license.
 - b. If you already have an irs.gov account, you choose the “Sign in with ID.me” button below “Sign in with an existing account”. If this is the first time you are using ID.me to confirm your identity, please see the instructions above to setup your ID.me account

**The “Sign in with an existing IRS username” may be available, but it goes away in 2022, so best to setup ID.me now.*
4. Once logged in locate the bold **Records** section on the right hand side of your Account Home screen.
 - a. Economic Impact Payments (EIP)/Stimulus: To view/confirm the third round of EIP/stimulus you received click “View Tax Records”. Then, click on the “2021” near the bottom. You are looking for the amount to the right of “Economic Impact Payment 3”.
 - b. Advance Child Tax Credit (CTC) Payments: To view/confirm your advance CTC payments choose the “View Advance Child Tax Credit Information”. Then, click “Processed Payments at the bottom”.
5. We suggest you print the amounts for both above items (4a & 4b) and bring them to the office to be included in your tax packet for the year.