

Announcement # 24-55

Date: June 04, 2024

Clarification Regarding Form 4506-C

In [Announcement 23-37](#) and [Announcement 24-47](#), Pennymac outlined requirements surrounding inaccurate or improperly executed 4506-C forms. Pennymac is reminding clients that once the borrower has signed the form, alterations to the 4506-C are not acceptable and may result in a purchase delay and/or the loan being conditioned for a new form. An alteration is any change made to the original information input on the form by the taxpayer. Alteration examples include, but are not limited to the following:

- Electronically inserting or removing information
- Whiting-out, cutting and pasting, redacting information, checking or unchecking checkboxes
- Writing over original entries (includes crossed-out items)
- Utilization of a sticker or electronic text box containing participant or client information

Please reference [IRS IVES Section\(s\) 3.5.20.3.4 and 3.5.20.5.1.1\(10\)](#) for IVES alteration explanations and examples.

IRS IVES 3.5.20.5.1.1(10)

(10) Ensure the request is not altered. Alterations include any changes made to the original information input on Form 4506-C by the taxpayer. This can include any of the following:

- Deleted items.
- Added items.
- Crossed out items.
- Writing over original entries.
- Indication of white-out.
- Indication of cutting and pasting over original entries.

Note: On Form 4506-C revision 10-2022, IVES participants may no longer modify the taxpayer's request. Consider any line through a taxpayer, product, or year an alteration and reject the form.

IRS IVES 3.5.20.3.4

- Alterations include information furnished by the participant on line 5a or line 5d of the request. Reject a request if it is apparent that line 5a or 5d has been altered in any fashion, such as writing other than the participant or client information that would indicate overlaying of information already printed on the request (i.e., numbers or letters that could indicate something was already there). This could be to the left, right, above, or below the participant or client information. Reject if line 5a or 5d contains more than one address or a name other than the participant or client.
- Participants cannot utilize a sticker or electronic text box containing their information for line 5a or Client information on line 5d. line 5a and 5d information for the participant and Client has to be stamped, typed, or handwritten on the request when the taxpayer signs or the request will be rejected.

Clients should comply with the above guidance immediately.

Please contact your Sales Representative with any questions.