

Wednesday, March 22, 2023

Bulletin #2023-AC-014

NOTICE TO ALL CUSTOMERS

4506-C Processing Update

FLC Bank has been notified by the 4506-C vendor about the IRS's recent announcement to all IVES participants regarding its policies around acceptable completion of the new 4506-C Form:

- Any information or barcodes that spill over the borders of the form will result in a rejection by the IRS.
- This includes DocuSign information, which is a frequently asked question of the IRS.
- All 4506-C forms submitted must contain a signature date in the designated signature date field.

All borrower, client, and IVES Participant information must be listed in the correct corresponding fields on the form.

- The IRS will reject the form if the information is in the incorrect field or spills over into a connecting field.
- The most common spillover appears in the signature date, borrower signature, and the borrower's last name/company name fields of the form.
- The signature date can still be included in the e-signature stamp, but it must also be separately included in the signature date field.
- For all business requests, ensure the Authorized Representative box contains a checkmark.

IMPORTANT: Please make sure your electronic signature vendor provider does not fill over the borders of the form to avoid rejection from the IRS.

Please contact your [Account Executive or Client Relations Representative](#) if you have any questions.