



K&K RESOURCE CENTER

IRS Letter *Guide*

What common IRS notices mean and exactly what to do when one arrives.

TAX YEAR 2026

Filing season 2027 edition

K&K Tax Services LLC | Detroit, Michigan | Serving all 50 states
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Don't panic, don't ignore it

"I Got an IRS Letter" Guide

Most IRS letters are routine and can be fixed quickly when you respond on time. The notice number is usually in the top or bottom right corner, and it tells you what kind of letter you have.

FIRST STEPS

Do this as soon as it arrives

- ☐ Open it right away and note the response deadline
- ☐ Find the notice number (for example CP2000 or 5071C)
- ☐ Take clear photos of every page, front and back
- ☐ Send the photos to K&K before you call or reply to the IRS
- ☐ Keep the original letter with your tax records
- ☐ Never pay or share information through a text, email, or social media message claiming to be the IRS

Real or scam?

The IRS usually contacts you first by mail. It does not demand payment by gift card, wire, or crypto, and it does not threaten arrest. If you're unsure, call K&K before responding.

COMMON NOTICES

What the most common letters mean

Notice	What it usually means	What to send K&K;
CP2000	IRS records show income or payments that don't match your return. It is a proposal, not a final bill.	The letter and any missing forms (W-2, 1099)
CP05	The IRS is reviewing your return and holding your refund while it verifies information.	The letter. Usually no action needed unless another letter follows.
CP12	The IRS corrected a mistake, which changed your refund or balance.	The letter, so we can confirm the change is right
CP14	You have a balance due.	The letter and proof of any payments you made
CP75 / CP75A	The IRS is auditing your EITC, child credits, or filing status and needs documents.	Birth certificates, school or medical records, and proof of address
CP87A	Someone else claimed the same dependent.	The letter and your dependent documents
5071C / 4883C / 5747C	The IRS needs to verify your identity before processing your return.	The letter. Follow its instructions to verify online, by phone, or in person.
CP01A	Your new IP PIN for the year.	The 6-digit PIN before we file
Letter 12C	Information is missing from your return.	The letter and the missing forms or schedules

K&K tip

Most letters have a 30 to 60 day response window. Missing it can turn a simple fix into a bill with penalties and interest, so send it to us as soon as it arrives.

Ready to file with K&K?

Start your secure intake at kktaxservicesllc.com, or call (313) 751-3358. Every return is reviewed by our compliance team before it is filed.

General information for the 2026 tax year (returns filed in 2027), based on IRS guidance available as of September 2026. It is not individual tax advice. Rules and amounts can change, so talk with your K&K preparer about your situation.