

## HOW TO FILE AN AMENDED FEDERAL RETURN

### For Nonresident Alien Individuals

When a nonresident alien taxpayer needs to amend a tax return, take the following steps.

1. Download the appropriate Form 1040-X
  - a. [For 2016, 2017, 2018 and 2019](#)
  - b. [For 2015, 2014, 2013 and 2012](#)
2. If desired, you can download the instructions for Form 1040X
  - a. [For 2016, 2017, 2018 and 2019](#)
  - b. [For 2015, 2014, 2013 and 2012](#)
3. Complete the form as follows
  - a. Enter the taxpayer's name, current address, and social security number (SSN) or individual taxpayer identification number (ITIN) on the front of Form 1040-X.
  - b. DO NOT enter any other information on page 1.
  - c. Also, DO NOT complete Parts I or II on page 2 of Form 1040-X.
  - d. Enter in Part III the reason why you are filing Form 1040-X.
4. Create a new, correct, tax return using Sprintax.
5. Combine the documents as follows:
  - a. 1040X from item 3 above,
  - b. Amended return with "AS AMENDED" written on top of each page, and
  - c. a copy of the original tax return submitted with "COPY OF ORIGINALLY SUBMITTED" on top of each page.
6. To determine where to send these documents, search "Where to File" in the IRS 1040X instructions and make sure send the documents to the appropriate address.
7. Retain a copy of this filing for their records.