

Accountant Amy Northard offers this cheat-sheet to the IRS phone menu on her blog:

1. **The IRS telephone number is 1-800-829-1040**, and they are available from 7 a.m. – 7 p.m. Monday thru Friday. The best time to call is early in the morning.
2. The first question the automated system will ask you is to choose your language.
3. Once you've set your language, do NOT choose Option 1 (regarding refund info). Choose option 2 for "Personal Income Tax" instead.
4. Next, press 1 for "form, tax history, or payment".
5. Next, press 3 "for all other questions."
6. Next, press 2 "for all other questions."
7. When the system asks you to enter your SSN or EIN to access your account information, do NOT enter anything.
8. After it asks twice, you will be prompted with another menu.
9. Press 2 for personal or individual tax questions.
10. Finally, press 4 for all other inquiries. The system should then transfer you to an agent.

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