

March 9, 2021

IRS Update on CAF Processing

Hello Members,

Please read the following statement from the IRS regarding CAF Processing:

The [IRS Operations During COVID-19](#) site page on IRS.gov has been updated with respect to third-party authorizations processing: **How long you may have to wait:** *Currently, we cannot provide a timeframe. Submissions through mail, fax, or online submission platform are processed in the order in which they are received. We apologize for the delay, and we are working hard to reduce the inventory as quickly as we can.* **What you should do:** *Please consider the significant additional approval time and plan for it. **Do not submit duplicate authorizations.** Duplicate filings will only cause more delays.*

The **IRS Wage & Investment Division** has provided the following update on CAF processing with respect to *duplicate authorizations*:

Please know we are working hard to reduce the Centralized Authorization File (CAF) inventory. We understand your need to have timely processing of authorization forms, and we apologize for the current delays.

However, one of the most common issues, which is leading to even longer processing times, is the filing of duplicate authorization forms. We need your help.

We've been working to streamline and improve operations. We now have a universal queue for all submissions so that our staff can more efficiently process first-in, first-out forms. This means that duplicate mailing, duplicate uploading or faxing the same authorization form to more than one CAF unit results in additional work and significantly increases the processing times as personnel identify and remove the duplicates.

Also, please consider [Submitting Forms 2848 and 8821 Online](#). This process has been shown to save time by getting into the universal queue faster than faxing or mailing. But please submit a taxpayer's authorization only once. Duplicate online submissions create the same issues as faxing the same form multiple times.

Thank you for working with us to reduce CAF processing times.