

APPLICATION FOR EXTENSION OF TIME TO FILE SPRINGFIELD INCOME TAX BUSINESS RETURN

For taxable year ending _____ 20 _____

Due by 4-15 or 3-1/2 months after fiscal year end

FID # _____

Acct # _____

NOTE: Extensions do not apply to Estimates

Name _____

Address _____

An extension of _____ days for filing CITY OF SPRINGFIELD BUSINESS INCOME TAX RETURN is hereby requested for the following reasons:

_____ An extension of _____ days has been requested of, or granted by, the INTERNAL REVENUE SERVICE.

_____ It is impossible to file the Springfield Return within the Statutory filing time since the Federal Return will not be completed.

State reasons extension is needed: _____

- | | |
|--|-------------------|
| 1. Total Springfield Income Tax Liability for Tax Year to be Extended | \$ _____ |
| 2. Springfield Income Tax Withheld..... | _____ |
| 3. Tax Credits | _____ |
| 4. Add Lines 2 and 3 | _____ |
| 5. Tax Due (subtract Line 4 from Line 1) | _____ |
| 6. Estimated Springfield Income Tax Liability for Following Year | _____ |
| 7. Springfield Income Tax to be Withheld for Following Year | _____ |
| 8. Balance Due on Following Year Estimated Tax (subtract Line 7 from Line 6).... | _____ |
| 9. 1/4 of Amount shown on Line 8 | _____ |
| 10. Total Due with this Application (Line 5 plus Line 9) | \$ _____
===== |

I declare that the extension requested herein for filing the Springfield Income Tax Business Return is necessary for the reason(s) given above and that I am authorized to sign this request.

(SIGNATURE) (TITLE) (DATE)

Confirmation of extensions will be acknowledged only if requested and accompanied by a stamped, self-addressed envelope. Disallowed extensions will be acknowledged by mail with the reasons for our denial.

For Tax Office use only

Extension Granted to _____ Extension Disallowed _____ by _____
(DATE)

Granted by _____ Reason(s) _____

Extensions

Extensions are not granted on an automatic basis.

The Springfield Income Tax Ordinance authorizes the Commissioner of Taxation, upon good cause shown, to grant extensions on year-end Returns where it is deemed to be within the City's best interest to do so.

All extensions shall be conditioned upon the taxpayer filing a tentative return, accompanied by payment of the amount of tax shown to be due thereon, by the date the return is normally due.

The Ordinance makes no provision for extensions on the current year's estimate, which must be filed and any payment due made by the normal due date.

Should you have any questions, please contact the **Income Tax Division**

Phone (937) 324-7357. Office hours are **8:00 AM** to **5:00 PM** Monday through Friday. FAX (937) 328-3471.

Extension Applications may be mailed to: **CITY OF SPRINGFIELD
INCOME TAX DIVISION
P.O. BOX 5200
SPRINGFIELD, OHIO 45501-5200**