



EXTENSION REQUEST FORM

Instructions

The annual Tipp City income tax return is due on or before the 15th day of the fourth month following the close of the taxable period. Taxpayers may apply for an extension of time to file the annual return for a period not to exceed six (6) months from the original due date of the return.

Taxpayers must submit either the Tipp City extension request form or a copy of their federal extension on or before the original due date of the return or with the return when it is filed. Tipp City income tax returns received without notification of an extension will be subject to all applicable late fees.

Please complete the information below and return your extension request to: Tipp City Tax Department
260 S. Garber Dr.
Tipp City, Ohio 45371-3116

Please print legibly

Year to be extended: _____

Extension requested until (not to exceed six months from original due date): _____ / _____ / _____

Tipp City account number: _____

Extension of time requested for:

1. _____ Social Security number: _____ / _____ / _____
(Individual taxpayer)
2. _____ Social Security number: _____ / _____ / _____
(Individual taxpayer - if a joint return)
3. _____ Federal ID number: _____ - _____
(Business taxpayer)

Please note that this is an extension to file, not pay. Taxpayers will need to make sure that estimated taxes have been paid in accordance with the Tipp City Tax Code in order to be exempt from underpayment penalties.

Estimated Tipp City tax due: \$ _____

Total payments & credits: \$ _____

Balance of tax due: \$ _____

Amount paid with this extension: \$ _____