



CITY OF MASON TAX OFFICE
6000 Mason-Montgomery Road
Mason, Ohio 45040
Telephone: (513) 229-8535
Fax: (513) 229-8531

BUSINESS EXTENSION REQUEST

APPLICATION FOR EXTENSION OF TIME TO FILE MASON INCOME TAX RETURN

FOR THE CALENDAR YEAR \_\_\_\_\_

OR FISCAL YEAR \_\_\_\_\_ TO \_\_\_\_\_

DUE ON OR BEFORE DUE DATE OF RETURN

Please note that the extension to file is NOT an extension of time to pay the tax due. A federal extension will be accepted in lieu of this form.

ACCOUNT # \_\_\_\_\_
NAME \_\_\_\_\_
DBA \_\_\_\_\_
ADDRESS \_\_\_\_\_
CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_
FED ID# \_\_\_\_\_
TAXPAYER SS# \_\_\_\_\_

Table with 3 columns: Description, EXTENSION YEAR, CURRENT YEAR. Rows include: 1. ESTIMATED TOTAL TAXABLE INCOME, 2. TAX RATE (1.12%), 3. ESTIMATED TAX DUE, 4. PRIOR PAYMENTS AND CREDITS, 5. NET TAX DUE, 6. PAYMENT WITH THIS APPLICATION.

Please note the tax office will set up a Declaration of Estimated Tax due for the following tax year based on the current year's liability. Please remember that 90% of your actual tax liability is due by the 15th day of the 12th month of the fiscal year.

AN EXTENSION OF \_\_\_\_\_ DAYS (NOT TO EXCEED 210) FOR FILING THE CITY OF MASON INCOME TAX RETURN (FORM BR) FOR THE YEAR STATED ABOVE IS HEREBY REQUESTED FOR THE FOLLOWING REASON(S): \_\_\_\_\_

I DECLARE THAT THE EXTENSION REQUESTED HEREIN FOR FILING THE MASON CITY INCOME TAX RETURN FOR THE TAXABLE YEAR STATED IS NECESSARY FOR THE REASON(S) GIVEN ABOVE AND THAT I AM AUTHORIZED TO SIGN THIS REQUEST.

SIGNATURE \_\_\_\_\_

TITLE (IF AN OFFICER OF THE CORPORATION) \_\_\_\_\_

DATE \_\_\_\_\_

OFFICE USE ONLY
APPROVED [ ] DISAPPROVED [ ]

INSTRUCTIONS FOR FILING APPLICATION FOR EXTENSION OF TIME TO FILE MASON INCOME TAX RETURN FOR 2023

Upon written request of the taxpayer made on or before the date for filing the return, and for good cause shown, the Tax Administrator may extend the time for filing such return for a period of time not to exceed the date of the extension granted by the Internal Revenue Service.

To have a copy of the approved extension returned to you, file duplicate copies of this application along with a self-addressed, stamped envelope with the City of Mason Tax Office, 6000 Mason-Montgomery Road, Mason, Ohio 45040.