



EXTENSIONS

Extra Time

First, we promise: "Extensions" is not a bad word!!

Sometimes life happens and we all have some unforeseen circumstances come up one time or another where we just simply need some extra time OR Don's calendar is fully booked to the max - that is what the *not-so-dreadful* Extension word means ✓

➤ **Filing an Extension allows that extra time to file!!** ⬅

File an extension through us, **They're Free!** *

Visit our **Helpful Links** tab for **EXTENSION FORM**(s) that apply to you. Note, there are separate extension forms for Business and Personal.

Extension Filing deadline dates:

September 15th for Businesses; October 16th for Personal Returns.

(Original Filing deadline dates: March 15th for Businesses; April 18th for Personal returns)

To ensure we are able to file your Business extension on time, we **MUST** receive your **Business Extension Form no later than March 3rd** *

To ensure we are able to file your Personal extension on time, we **MUST** receive your **Personal Extension Form no later than April 7th** *

* We do not process Extensions without Authorization Extension Form(s).

* Extension forms provided after the dates listed above or after March 15th for Businesses and after April 18th for Personal, will not be processed.

* Note: Extensions will only be filed for clients filing current year tax returns with us.



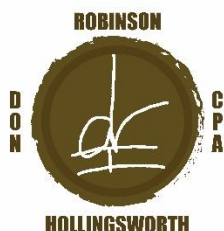
**IT IS ALSO IMPORTANT TO NOTE: IF YOU EXPECT TO OWE,
EXTENSIONS DO NOT ALLOW YOU EXTRA TIME TO PAY.**

To determine if you may owe, you **MUST submit a Workbook to us no later than March 3rd for Businesses; April 7th for Personal**, so that Don can determine and have ample time to provide you with the necessary voucher(s).

If we've provided you with an extension that allows you to file your Personal and/or Business return on September 15th and/or October 16th and you do not pay the voucher for what is owed by March 15th for Business and/or April 18th for Personal, you may receive a Notice and also have to pay penalties and interest on taxes due.

Most people file an extension when they have the inability to pay. Instead of filing an extension for this reason, the IRS offers some payment alternatives. You can request a short extension to pay, of 60 to 120 days – you will still pay penalties and interest but at a lower rate. The IRS also offers installment agreements which allows you to pay a set amount each month until the tax due is fully paid. *« For either of these options, you will need to contact the IRS directly to discuss and come to an agreement (800-829-1040 or [CLICK HERE](#) for the IRS' online 'Short-Term Payment Plans' portal). Please note, our office cannot make any negotiations on your behalf.*

Visit our [HELPFUL LINKS](#) or [FAQ's](#) tabs for more information!



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