



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 2024

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 15th day of the 11th month after the last day of the taxable year.

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