

Authorization to File an Extension of Time to File your Individual Income Tax Return

If you are unable to assemble all the documents and information necessary for us to prepare your tax return by the tax deadline, April 15th, we suggest that you allow us to electronically file an extension.

- An extension gives you until October 15th to file your tax return. **The extension does not, however, give you extra time to pay the tax due.** The IRS requires that you estimate the tax due and pay at least 90% of that tax with your extension. If you need help to estimate your tax due, call us for an appointment.
- Whether or not you file an extension, if you owe tax and do not pay by April 15th, the IRS and state taxing authorities will charge you **significant penalties and interest** for late payment.
- If you cannot pay your taxes by mid-April, your best option is to file the return as soon as possible (to avoid a late filing penalty) and make payment arrangements with the IRS. We can help you do this.

**We must have all information to prepare your extension by March 31st.
as extensions or returns filed after April 10th may not be accepted as timely by the IRS.**

Also, this year the IRS could reject your extension if you do not report your Federal tax withholding on the extension. So, to keep you safely extended, please fill out the information below.

Total Federal Income Tax Withheld in box 2 of your W-2(s)	
Total Federal Income Tax Withheld in box 4 of your 1099(s) (if any)	
Total Federal Estimated Tax Payments	

To give your consent for us to e-file an extension on your behalf please sign below where indicated.
Both spouses must sign if you file Married Filing Jointly.

I have read and understand the above
and authorize you to e-file an extension for my current year individual income tax return.

Signature	Print name	Date
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Signature	Print name	Date
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Please return this form to us at your earliest convenience:

- via email (info@tucsontaxteam.com)
- through the portal (tucsontaxteam.com)
- by FAX (520-777-7346)
- by mail (6111 E Grant Rd, Tucson, AZ 85712) or by bringing the signed form to our office.