

**BUSINESS EXTENSION REQUEST FORM**

**ROSSMAN TAX SERVICE**

**TAX YEAR 2020**

The due date for business tax returns is March 15, 2021. If you are not ready to have your tax information prepared or if you cannot have your taxes mailed to us by January 15, 2021 you must send us the completed extension request below. We must receive the form below before January 25<sup>th</sup>, 2021.

If you are a Sub Chapter S Corporation or a Partnership this will also affect each shareholder or partners' personal returns. You will need to complete a separate Personal Extension Request Form. You are responsible to see that both extension request forms are completed.

Please complete the business extension request form and send it back to us along with your Personal Extension Request Form which also requires an additional \$50.00 deposit. The deposit of \$50 you made toward the corporation return will be credited toward your tax preparation fee if you file your business tax return with us before September 15<sup>th</sup>, 2021. Otherwise, the deposit(s) will be considered an "Extension Preparation Fee".

Please note extensions allow additional time to file but does not extend your time to pay. Taxes paid late are still subject to interest and late payment penalties.

**THERE IS ONLY ONE EXTENSION FOR CORPORATIONS & PARTNERSHIPS.** The extension deadline is September 15, 2021. You must have your information to us by June 25, 2021.

**Failure to file your return in a timely manner can cost you additional interest and penalties. We cannot file extensions after the due dates. It is your responsibility to see that your returns are completed in a timely fashion.**

**SEND THE COMPLETED FORM BELOW BEFORE JAN 25, 2021**

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CORPORATION NAME \_\_\_\_\_ FEDERAL ID # \_\_\_\_\_

CORPORATION ADDRESS \_\_\_\_\_

ESTIMATED REVENUE FOR THE YEAR \_\_\_\_\_ CONTACT PERSON \_\_\_\_\_

CONTACT'S PHONE # ( ) \_\_\_\_\_ EMAIL \_\_\_\_\_

**BUSINESS CHECKING ACCOUNT INFO (TO PAY NYS FRANCHISE FEE)**

BANK NAME \_\_\_\_\_

ROUTING NUMBER \_\_\_\_\_

ACCOUNT NUMBER \_\_\_\_\_

GROSS SALES \_\_\_\_\_  
(HELPS DETERMINE FRANCHISE FEE DUE NYS)

CLIENT SIGNATURE \_\_\_\_\_