



## Extensions

An extension extends the time to file your tax return, not to pay any tax due. Only one extension is available. For business tax returns, it generally extends the deadline to September 15<sup>th</sup> and for personal tax returns, it generally extends the deadline to October 15. Extensions are a routine procedure and are filed by more than half of our clients each year. There are no negative consequences for filing an extension.

If you submit your complete tax information shortly before the tax deadline (our cutoff for timely filing is generally March 1<sup>st</sup> for Business Returns and April 1 for individual returns) but we are unable to prepare and/or finish your tax return in time, we will file a federal extension free of charge. We will also file any state extensions that we anticipate will be required.

If you cannot provide any information before the deadline, we can still file an extension for you, on request only. If you need us to make calculations in order to estimate your tax liability for an extension, there will be a charge for that service (as well as for any extra work required for revisiting the return later), and you must tell us a week before the deadline to allow sufficient time. There will also be a charge if you need more than one extension which requires detailed instructions for making payments.