

110 Washington Avenue, St. Bernard, OH 45217

Phone: (513) 242-7710 Fax: (513) 242-5402

Application for Automatic Extension of Time To File Income Tax Return

Name: _____

Signature: _____

Address: _____

Title: _____

Date: _____

Federal ID #: _____ or SS #: _____

I request an automatic extension of time until _____, _____ to file the income tax return for:

calendar year _____ or tax year beginning _____ and ending _____

Approved By: _____

Date-Stamped Copy: To receive an acknowledgement of the filing of your extension request, enclose a stamped, self-addressed envelope & a duplicate copy of this extension request.

St. Bernard Tax Commissioner

Extensions

- Any taxpayer that has requested an extension for filing a federal income tax return may request an extension for the filing of the City’s tax return. The taxpayer shall make the request by filing a copy of the taxpayer’s request for a Federal filing extension with the Tax Commissioner.
- Any taxpayer not required to file a federal income tax return may request an extension for filing the City’s tax return in writing.
- **The request for extension shall be filed not later than the last day for filing the City’s tax return as prescribed by Ordinance or Rules and Regulations of the City.**
- A valid extension request extends the due date for filing a return to the last day of the month following the month to which the due date of the deferral income tax return has been extended.
- The City may deny a taxpayer’s request for extension if the taxpayer:
 - Fails to timely file the request;
 - Fails to file a copy of the federal extension request (if applicable)
 - Owes the City any delinquent income tax or any penalty, interest, assessment or other charge for the late payment or nonpayment of income tax;
 - Has failed to file any required income tax return, report, or other related document for a prior tax period.
- **The granting of an extension for filing a City income tax return does not extend the last date for paying of the tax;** hence, penalty and interest may apply to any unpaid tax during the period of extension at the rate set out by Section 181.10. No penalty shall be assessed in those cases in which the return is filed and the final tax paid within the extension period provided all other filing and payment requirements of the City Tax Code have been met. Any extension by the Tax Commissioner shall be granted with the understanding that declaration filing and payment requirements have been fulfilled; however, if, upon further examination it then becomes evident that declaration filing and payment requirements have not been fulfilled, penalty and interest may be assessed in full and in the same manner as though no extension had been granted.