



# Request for Extension of Time to File

Stow Income Tax Division

To Request an Extension of Time to File the Stow Tax Return

## Part I Important Extension Information

### A. Information for Individuals

Individual taxpayers who request an automatic six-month extension for filing the Federal income tax return shall automatically receive an extension for filing the Stow income tax return. A copy of the Federal extension (**Federal Form 4868**) is required to be filed with the Stow income tax return, or no extension shall be granted. The extended due date shall be the 15th day of the 10th month after the last day of the taxable year to which the return relates or the IRS extension due date.

Taxpayers who did not request a six-month extension for filing their Federal income tax return and would like an extension for their municipal income tax return can submit a request for extension in our **E-File Website** or submit this form **BEFORE** the annual filing due date.

**An extension of time to file is NOT an extension of time to pay.** Tax owed is still due by the annual filing due date. Extension requests for additional time to file must be accompanied with the total tax due by the original due date of the return to avoid penalty and interest charges. Additional guidance can be found in the **Stow Income Tax Ordinance Chapter 194.094 - Extension of Time to File.**

### B. Information for Businesses

Business taxpayers who request an automatic six-month extension for filing the Federal income tax return shall automatically receive an extension for filing the Stow income tax return. A copy of the Federal extension (**Federal Form 7004**) is required to be filed with the Stow income tax return, or no extension shall be granted. The extended due date shall be the 15th day of the 11th month after the last day of the taxable year to which the return relates.

Taxpayers who did not request a six-month extension for filing their Federal income tax return and would like an extension for their municipal income tax return can submit this form **BEFORE** the annual filing due date.

**An extension of time to file is NOT an extension of time to pay.** Tax owed is still due by the annual filing due date. Extension requests for additional time to file must be accompanied with the total tax due by the original due date of the return to avoid penalty and interest charges. Additional guidance can be found in the **Stow Income Tax Ordinance Chapter 194.094 - Extension of Time to File.**

## Part II Taxpayer Information

1	Tax Year	
2	SSN(s)/FEIN/Account #	
3	Name(s)	
4	Address	
5	City, State, Zip	
6	Email Address	
7	Phone Number	

## Part III Extension Payment Calculation

1	Total Estimated Tax Liability for Listed Tax Year. 2% of wages not previously taxed.	1	
2	Overpayment Credit from Prior Year.	2	
3	Payments Made Towards Listed Tax Year.	3	
4	Available Credits for Listed Tax Year. Line 2 plus Line 3.	4	
5	First Quarter Estimated Tax for Next Tax Year. 25% of Line 1.	5	
6	Total Amount Due with this Extension. Line 1 plus Line 5 minus Line 4.	6	