



## Extension of Time to File Return Request

Tax Year: \_\_\_\_\_

Name of Taxpayer: \_\_\_\_\_

Social Security Number: \_\_\_\_\_

Birthday: \_\_\_\_\_

Name of Spouse: \_\_\_\_\_

Social Security Number: \_\_\_\_\_

Birthday: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Please file an extension of time request (Form 4868) with the Internal Revenue Service. I (We) understand that:

1. An extension of time to file does not grant any extension of time to pay taxes. Late payment penalties will not be incurred if at least 90% of the tax shown on the total tax line of your final return is paid by the regular due date and the balance is paid when the return is filed
2. There is a \$50 extension filing fee that will be added to your invoice
3. Extension requests must be filed with the IRS no later than the regular due date of the return
4. The IRS may terminate the extension at any time in writing
5. If you would like AAG San Diego to calculate an estimate of taxes due for the tax year identified above, additional fees will be incurred, and it is your responsibility to pay all tax liabilities
6. AAG San Diego requires all information and documentation for tax preparation be submitted no later than October 5th. You agree to pay an additional fee of \$50 per day, as outlined in the engagement letter, if this deadline is missed.
7. Before the extension can be filed, we must receive a signed Engagement Letter.

\_\_\_\_\_  
Signature of Taxpayer

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Spouse (if applicable)

\_\_\_\_\_  
Date