

**FORM
20**

REGIONAL INCOME TAX AGENCY
Declaration of Estimated Municipal Tax on Net Profits
and / or Application for Extension of Time to File

**FORM
EXTEN**

Fed. ID #: _____ Tax Year Ending (mm/dd/yy): _____

Name: _____

Address #: _____ Street: _____ Suite: _____

City: _____ State: _____ Zip: _____

Computation of Estimated Tax:

- 1. Total Estimated Tax (from distribution below) \$ _____ .00
- 2. Less Prior Year Credit \$ _____ .00
- 3. Total Tax Due \$ _____ .00
- 4. Amount Paid (make check payable to RITA) \$ _____ .00
(not less than 1/4 of estimated tax) CHECK #: _____

5. Distribute Estimated Tax from Line 1 above (if additional space is needed, attach a schedule)

▶ Municipality:	Amount:
_____	\$ _____ .00
_____	\$ _____ .00
_____	\$ _____ .00
_____	\$ _____ .00
_____	\$ _____ .00
_____	\$ _____ .00
_____	\$ _____ .00
_____	\$ _____ .00
_____	\$ _____ .00
_____	\$ _____ .00

I HAVE EXAMINED THIS RETURN, AND TO THE BEST OF MY KNOWLEDGE, IT IS CORRECT.

PRINT NAME	TITLE	DATE
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PHONE: _____

**REMIT TO:
REGIONAL INCOME TAX AGENCY
P.O. BOX 89475
CLEVELAND, OH 44101-6475**

DIRECTIONS FOR APPLYING FOR EXTENSION OF TIME TO FILE

All extension requests must be made on or before the date for filing the return, and for good cause shown, the Administrator may extend the time for filing such returns for a period not to exceed six (6) months, or to the last day of the month following the month of any extension granted by the Federal Internal Revenue Service.

In cases where extensions have been granted by the Internal Revenue Service, automatic or other, an automatic extension shall be granted by the Administrator upon receipt of written notification on or before the due date of the return not to exceed six (6) months, or to the last day of the month following the month of any extension granted by the Federal Internal Revenue Service.

Information returns, schedules, and statements needed to support tax returns are to be filed within the time limits set forth for filing the tax returns and made a part thereof. In cases where an extension has been granted by the Internal Revenue Service, attach a copy of the said extension and return it to the Regional Income Tax Agency.

SECTION 1: ATTACH A COPY OF FEDERAL EXTENSION

The above named is hereby requesting an extension of time until **(mm/dd/yy)** _____
in which to file the municipal income tax return for the calendar year _____ or other taxable
year beginning **(mm/dd/yy)** _____ and ending **(mm/dd/yy)** _____.

Please state in detail the reason the extension is needed (if for subsidiaries – list name, address, and
employer identification number). _____

SECTION 2: MUST BE COMPLETED BY ALL

Payment requirement: In cases where a balance is due on the annual return, the entire amount of estimate balance is due at the time the extension is filed. (**Note:** No penalty will be charged in those cases in which the return is filed and the final tax paid within the period as extended, provided all other filing and payment requirements of the Ordinance have been met.) You **MUST** distribute estimated tax from Line1 below on Pg. 1 of Form 20, Section 5. If additional space is needed, attach a schedule.

(1) Estimated tax for taxable year \$ _____ .00
(2) Less payments of estimated tax \$ _____ .00
(3) Balance due \$ _____ .00

SECTION 3: DOES NOT HAVE TO BE COMPLETED IF FEDERAL EXTENSION ATTACHED

Verification: Taxpayer – Under penalties of perjury, I declare that to the best of my knowledge and belief, the statements made herein are true and correct.

Signature: _____ **Date:** _____

Preparer other than taxpayer – Under penalties of perjury, I declare that to the best of my knowledge and belief, the statements made herein are true and correct, that I am authorized by the taxpayer to prepare this application.

Signature of preparer: _____ **Date:** _____