



**EXTENSION AUTHORIZATION REQUEST**

This extension request allows you to file your \_\_\_\_\_ income tax returns by \_\_\_\_\_.  
However, anything owed needs to be paid by \_\_\_\_\_.

**PLEASE PRINT**

**NAME:** \_\_\_\_\_

**SPOUSE'S NAME IF APPLICABLE:** \_\_\_\_\_

**ADDRESS:** \_\_\_\_\_  
\_\_\_\_\_

**CONTACT PHONE NUMBER: DAY** \_\_\_\_\_ **EVENING** \_\_\_\_\_

**EMAIL:** \_\_\_\_\_ **FAX:** \_\_\_\_\_

**Soc. Sec. Number:** \_\_\_\_\_ **Spouse Soc. Sec. Number:** \_\_\_\_\_

**QUARTERLY PAYMENTS MADE:**

<b>IRS</b>				<b>STATE</b>		
	<b>APRIL</b>	<b>\$</b>			<b>APRIL</b>	<b>\$</b>
	<b>JUNE</b>	<b>\$</b>			<b>JUNE</b>	<b>\$</b>
	<b>SEPT</b>	<b>\$</b>			<b>SEPT</b>	<b>\$</b>
	<b>DEC/JAN</b>	<b>\$</b>			<b>DEC/JAN</b>	<b>\$</b>

**Select One:**

To the best of my (our) knowledge I (we) will owe **no** additional taxes.  
Signed: \_\_\_\_\_

I (we) would like to send:  
\$ \_\_\_\_\_ to the IRS and \$ \_\_\_\_\_ to the State with my extensions.  
Signed: \_\_\_\_\_  
If you do owe additional money and fail to send it with the extension by \_\_\_\_\_, there will be penalties and interest.

Thank you,

The Staff of Westbrook & Co., P.C.

\*\*\* Once you complete this form, please email this to our Firm Administration Team at: [tns@westbrookcpa.com](mailto:tns@westbrookcpa.com) \*\*\*

**OFFICE USE ONLY:**

**Extension Approval** \_\_\_\_\_ **Date** \_\_\_\_\_ **Extension Filed** \_\_\_\_\_ **Date** \_\_\_\_\_