

File A Tax Extension

This document is provided for informational purposes only and does not constitute legal, tax, or accounting advice. The information herein is intended solely to outline the general process of filing a tax extension. The responsibility for determining eligibility, ensuring accuracy, and filing any extension by the applicable deadline rests solely with the taxpayer. Our firm does not prepare, submit, monitor, or confirm the filing of extensions unless expressly agreed to in writing, and assumes no responsibility or liability for penalties, interest, or consequences arising from the failure to file or pay timely.

What a Tax Extension Does (and Does NOT Do)

-  Gives you **more time to FILE** your return
-  Does **NOT** give you more time to **PAY** taxes
- Payment is still due by the original deadline (usually **April 15 for individuals / Single-member LLC or March 15 for businesses**)

Failing to pay can trigger **penalties and interest**, even if you file an extension.

Quick Summary Table

Taxpayer Type	Form	Original Due	Extended Due
Individual	4868	April 15	Oct 15
Partnership	7004	March 15	Sept 15
S-Corp	7004	March 15	Sept 15
C-Corp	7004	April 15	Sept/Oct

How to File an Individual Extension on the IRS Website

Option A — E-File (Recommended)

- File Form 4868 through:
 - IRS Free File
- 1. Go to IRS Free File Extensions
 <https://www.irs.gov/filing/free-file-do-your-federal-taxes-for-free>
- 2. Choose “**File an Extension**”
- 3. Select a Free File provider
- 4. Complete **Form 4868**
 - Name, SSN

- Estimate tax liability (best estimate)
 - Enter payments already made
5. E-file the form
 6. Save confirmation

Option B — Mail Form 4868

- Mail to the Internal Revenue Service
- Must be **postmarked by April 15**
- Include payment if you owe

Where to Mail Form 4868 (California)

If you are NOT sending a payment

Mail Form 4868 to:

Internal Revenue Service
Department of the Treasury
Internal Revenue Service
Ogden, UT 84201-0045

If you ARE sending a payment

Mail Form 4868 with a check or money order to:

Internal Revenue Service
Department of the Treasury
Internal Revenue Service
Ogden, UT 84201-0002

Payment Tips (If Mailing a Check)

Make check payable to “United States Treasury”

Include on the memo line: Tax year, Form 4868, SSN or ITIN

Do not staple the check to the form