

APPLICATION FOR EXTENSION OF TIME TO FILE OKLAHOMA INCOME TAX RETURN

For the year 01-01-2001-12-31-2001 or other taxable year beginning - - -2001 and ending - - -

PLEASE TYPE OR PRINT Corporate name, or your first name and initial (if joint return, also give spouse's name and initial) Last name Your social security number Present address (number and street, including apartment number, or rural route) Spouse's social security number City, State, and Zip Federal ID number

EXTENSION OF TIME TO FILE AN INCOME TAX RETURN

This is not an extension of time for payment of tax, but only to file your return. 90% of your tax liability must be paid by the original due date.

An Extension of time to file with the IRS has been granted to _____ Date _____

Extension of time to file with the Oklahoma Tax Commission is requested to _____ Date _____

REASON: (If requesting a total of more than 4 months for individuals or more than 6 months for corporations) _____

INCOME TAX COMPUTATION

Table with 7 rows for income tax computation. Line 1: Total income tax liability. Line 2: Oklahoma income tax withheld. Line 3: Estimated tax payments. Line 4: Other payments and credits. Line 5: Add lines 2, 3 and 4. Line 6: Income tax balance due. Line 7: Amount you are paying.

APPROVAL

Approval section with fields for Name, Address, City, State, and Zip, and checkboxes for APPROVED and DISAPPROVED. Includes text: 'Approval required only if the application is for over 4 months for individuals or 6 months for corporations.'

SIGNATURE AND VERIFICATION

Signature and verification section with text: 'If prepared by Taxpayer, Under penalties of perjury, I declare that I have examined this form, including accompanying schedules and statements, and to the best of my knowledge and belief, it is true, correct and complete.' Includes fields for Officer's signature, Spouse's signature, and Paid preparer's signature, each with a Date field.

GENERAL INFORMATION

An extension of time to file your income tax return shall not be granted unless 90% of the tax liability is paid on or before the original due date of the return.

Since the Oklahoma return cannot be completed until the Federal return is completed, the Oklahoma Tax Commission has administratively adopted the policy of honoring the automatic Federal extension, when no additional state tax is due, as an extension of time to file the Oklahoma return. When you file your Oklahoma return, simply enclose a copy of the Federal extension or your confirmation number if you requested your Federal extension by phone.

Therefore, you only need to use this form to apply for additional time to file your income tax return when you owe additional Oklahoma income tax, you do not have a Federal extension, or you need to file for additional time beyond that granted by the Federal extension.

Remember, you can not get an extension of time to pay your income tax, but only to file your return. Delinquent penalty of 5% may be charged, if at least 90% of your total tax liability has not been paid by the original due date. Delinquent interest, at the rate of 1 1/4% per month, may be charged if 100% of your tax liability is not paid by the original due date of the return.

You may make your extension payment via credit card, over the internet or by telephone. You can log on to our web site at www.oktax.state.ok.us and click on the "**Payment Options**" link or you can telephone **1-800-2PAY-TAX**. There is a convenience fee charged to utilize this service. When you finish, please retain the confirmation number for your records. *Important Note: If you make your extension payment by credit card, do not mail Form 504 unless you are requesting an extension of more than 4 months for individuals or more than 6 months for corporations.*

INSTRUCTIONS

1. An extension cannot be granted for more than one-half the accounting period covered by the individual return (i.e. 6 month extension for a 12 month tax year). In the case of a Corporate return, an extension may not exceed a total of 7 months.
2. Applications for extensions of time must be post-marked on or before the due date for filing the income tax return, or before the expiration of the automatic Federal extension.
3. Any additional extensions beyond the automatic extension will be returned to the applicant. The applicant should enclose the approved extension with his completed return when filing with the Oklahoma Tax Commission.
4. An automatic extension, without request, is granted to members of the active military service serving outside the United States or confined to a hospital. Such extension is granted to the 15th day of the third month following their return to the United States, or their release from a hospital.
5. This application may not be used to request an extension of time for the payment of tax. Interest will be charged at the rate of 1 1/4% per month from the original due date of the return until paid.
6. If husband and wife file separate returns, each must file application for an extension. Attorneys or agents for the taxpayer must prepare separate applications for each extension requested.
7. Any extension granted is pursuant to the provisions of Section 216 of the State Tax Uniform Procedure Act and the Oklahoma Tax Commission.
8. Do not use this form for franchise tax. An extension of time to file your franchise tax return may be granted upon the filing of a tentative return and the remittance of an estimated tax due.
9. Mail to: **Oklahoma Tax Commission
Income Tax
P.O. Box 26800
Oklahoma City, Oklahoma 73126-0800**