

**REQUEST FOR EXTENSION OF TIME  
TO FILE A TAX RETURN**

**INSTRUCTIONS:** To request an extension, please submit the following:

- A completed copy of this form along with one of the following:
  - Electronically filing your return, *or*
  - A completed, signed and dated return or prepayment form if you file paper returns, *and*
- The tax due, plus interest (interest accrues during extension period), no later than one month following the due date of your return or prepayment form. The period of extension cannot exceed one month after the due date of the return or prepayment form.

The Board of Equalization (BOE) will review the extension request and you will be notified by mail of the decision.

Return all the items listed above to the BOE address provided on the front of your paper return, or if you efiled your return send the extension request to:

State Board of Equalization  
PO Box 942879  
Sacramento, CA 94279-0001

For additional information, visit our website at [www.boe.ca.gov](http://www.boe.ca.gov), or call our Taxpayer Information Section at 800-400-7115, 8:00 a.m. to 5:00 p.m. (Pacific time), Monday-Friday (except state holidays), to speak with a customer service representative.

OWNER/FIRM NAME	ACCOUNT NUMBER
ADDRESS ( <i>street, city, state, zip code</i> )	REPORTING BASIS

The space below is provided for your convenience in filing your request. You may attach additional pages if you need more space.

*I request an extension of one month in which to file a return and pay taxes/fees due for the reporting  
period \_\_\_\_\_, because:*

SIGNATURE	TELEPHONE NUMBER (      )	
TITLE	DATE	
<b>HEADQUARTERS USE ONLY</b>	<b>FIELD OFFICE RECOMMENDATIONS AND COMMENTS</b>	
	Postmark Date if Received by Mail	Date of Receipt if Received Other Than by Mail
	SIGNATURE OF BOE REPRESENTATIVE	