

CITY OF PORT HURON
**APPLICATION FOR EXTENSION OF TIME
TO FILE A CITY INCOME TAX RETURN**

NOTE: If your return will show a refund, you do not need to file this form - see the instructions

| | |
|---|---|
| Please Type or Print | Taxpayers name(s) |
| | Address of taxpayer (number, street and apartment number, or rural route) |
| | City, town or post office, state, and ZIP code |

This is not an extension of time to pay your tax

| | | | | | |
|---|---|-------------------------------------|------------------------------------|--|--|
| <p>Check only ONE box. File a separate request for each return.</p> <p><input type="checkbox"/> Individual return (PH-1040) <input type="checkbox"/> Fiduciary return (PH-1041)</p> <p><input type="checkbox"/> Corporation return (PH-1120) <input type="checkbox"/> Partnership return (PH-1065)</p> | <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; border-bottom: 1px solid black;">Individual's social security number</td> <td style="width: 50%; border-bottom: 1px solid black;">If filing joint, enter spouses SSN</td> </tr> <tr> <td colspan="2" style="border-bottom: 1px solid black;">Federal identification number (all other entities)</td> </tr> </table> | Individual's social security number | If filing joint, enter spouses SSN | Federal identification number (all other entities) | |
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| Federal identification number (all other entities) | | | | | |
| Extension is for the tax year ending: | Length of extension requested (6 month maximum): | | | | |

- | | |
|--|----------|
| 1. Total city tax liability for the year _____ | 1. _____ |
| 2. City of Port Huron tax withheld (individuals) _____ | 2. _____ |
| 3. Estimated payments to date (include any prior year overpayment carried forward) _____ | 3. _____ |
| 4. Other credits and payments _____ | 4. _____ |
| 5. Add lines 2, 3 and 4 _____ | 5. _____ |
| 6. BALANCE DUE Subtract line 5 from line 1. If zero or less, enter -0- _____ | 6. _____ |

To get this extension, you MUST pay the balance due with this form.

Make remittance payable to "City of Port Huron." Write the type of tax and identification number on the remittance

Mail to: Income Tax Division, City of Port Huron, 100 McMorran Blvd., Port Huron, MI 48060

I declare, under penalty of perjury, that the information in this application and any attachments, is true and complete to the best of my knowledge.

| | | | |
|--|------|--|------|
| X | | X | |
| Filer's signature | Date | Spouse's signature (if filing a joint individual return) | Date |
| X | | | |
| Preparer's signature (other than taxpayer) | Date | | Date |

If correspondence regarding this extension is to be sent to you at an address other than the one shown above or to an agent acting for you, please enter the name of the agent and/or the address where it should be sent.

| | |
|---|---|
| Please Type or Print | Name |
| | Address (number, street and apartment number, or rural route) |
| | City, town or post office, state and ZIP code |

INSTRUCTIONS FOR FILING AN APPLICATION FOR EXTENSION OF TIME TO FILE A CITY OF PORT HURON INCOME TAX RETURN

The City of Port requires all taxpayers to pay the full amount of tax owed on or before the due date of their return. **An extension of time to file is NOT an extension of time to pay the tax.** If you cannot pay the balance due by the due date of your return, you must sign a payment schedule. We will assess penalty and interest charges on all amounts remaining unpaid after the due date of the return.

When you file an extension request, if you find that more income tax will be due to the City, you must pay that amount with this form. We will not consider your application a valid extension unless you pay the total balance due.

If you find that no additional tax will be due to the city, you do not need to file this form. A copy of your federal extension attached to your return will be sufficient. Attach a copy of all federal and City of Port Huron extensions to your city return when you file it.

Your application for extension must be postmarked on or before the original due date of your return.

If you do not pay the full amount of tax due with your application for extension, we will assess you interest and penalty on the unpaid amount. File your return and pay the balance shown due with the return. Our office will bill any interest and penalty charges, based on the date you paid the balance.

We will assess you monthly interest charges on any unpaid balance. The monthly interest rate is 1/12 of the legally prescribed rate (1% above the prime rate, as determined by the Michigan Department of Treasury).

We will also assess a penalty of 1% of the balance due per month, for each month the payment is late. The total penalty will not exceed 25% of the balance due. The minimum combined charge for penalty and

interest is \$2.00. We will waive the penalty charges if you can show that the reason you did not pay the full amount by the due date was due to reasonable cause.

Make all checks payable to: City of Port Huron. Write the last four numbers of your Social Security number or your FEIN on your payment and note what the payment is for. Mail your signed application for extension and remittance to:

City of Port Huron
Income Tax Division
100 McMorran Boulevard
Port Huron, MI 48060

The City of Port Huron's Income Tax Administrator requires payment of all amounts due before we will grant an extension under Sec. 64 of the Uniform City Income Tax Ordinance (Public Act 284 of 1964, State of Michigan, as amended). The Administrator deems this extension to meet the requirements for filing a tentative return under Sec. 64 of the Uniform City Income Tax Ordinance.

If you have any questions regarding this extension or the City of Port Huron income tax, please call **(810) 984-9741**. You can also visit our office in Room 112 of the Municipal Office Center, 100 McMorran Boulevard, Port Huron, Michigan 48060.