

# APPLICATION FOR EXTENSION OF TIME TO FILE

File this form to request a six-month extension of time to file your West Virginia Personal Income Tax Return.  
 Request for extension to file must be filed before the original due date of the return. Extensions received after this date will be denied.  
 Your return must be filed no later than October 15 after the original due date.

**This form is NOT an extension of time to PAY personal income taxes due.**

|                             |                                  |                                 |    |
|-----------------------------|----------------------------------|---------------------------------|----|
| ENDING<br>MM DD YYYY        |                                  | TAX YEAR                        |    |
| <b>TAXPAYER INFORMATION</b> |                                  |                                 |    |
| SOCIAL SECURITY NUMBER      | *SPOUSE'S SOCIAL SECURITY NUMBER |                                 |    |
| LAST NAME                   | SUFFIX                           | YOUR FIRST NAME                 | MI |
| SPOUSE'S LAST NAME          | SUFFIX                           | SPOUSE'S FIRST NAME             | MI |
| FIRST LINE OF ADDRESS       | SECOND LINE OF ADDRESS           |                                 |    |
| CITY                        | STATE                            | ZIP CODE                        |    |
| TELEPHONE NUMBER            | EMAIL                            | EXTENDED DUE DATE<br>MM/DD/YYYY |    |

| CALCULATION   |    |            |
|---|----|------------|
| a. Total income tax liability.....  | a. | <b>.00</b> |
| b. Total payments (West Virginia withholding and/or credit for estimated payments)..... | b. | <b>.00</b> |
| c. Amount of West Virginia personal income tax due (subtract line b from line a).....   | c. | <b>.00</b> |

### NOTE

This form and payment must be filed on or before the due date of the return. A penalty is imposed for late filing/late payment of tax unless reasonable cause can be shown. If you receive an extension of time for federal income purposes and expect to owe no West Virginia income tax, you are not required to file this form. To receive the same extension for state tax purposes, you need only note on your West Virginia Personal Income Tax Return that a federal extension was granted.

Mail this form to:  
**West Virginia Tax Division**  
**Tax Account Administration**  
 P.O. Box 2585  
 Charleston, WV 25329-2585

**This form must be complete and submitted in full.**

**DO NOT CUT OR RESIZE THIS FORM.**



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