

Written Notice for Tax Extension Application

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

Internal Revenue Service

[IRS Address]

[City, State, Zip Code]

Subject: Application for Tax Extension

Dear [IRS Representative/Department Name],

I am writing to formally request an extension for filing my federal income tax return for the tax year [insert tax year]. Due to [brief explanation of reason for extension], I am unable to complete my tax return by the original deadline of [original deadline date].

I would like to request an extension until [requested extension date]. I understand that interest and penalties may apply, and I will ensure all due taxes are paid by the extended deadline.

Thank you for your consideration of my request. I look forward to your positive response.

Sincerely,

[Your Signature]

[Your Printed Name]

[Your Tax Identification Number]