

**VILLAGE OF GRANVILLE  
APPLICATION FOR EXTENSION OF TIME TO FILE  
INCOME TAX RETURN**

An extension of \_\_\_\_\_ months for filing VILLAGE OF GRANVILLE INCOME TAX RETURN is hereby requested for the following reasons (or see attached Federal extension):

Name: \_\_\_\_\_ Identification Number: (SSN or ACCT #) \_\_\_\_\_  
Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Estimated Total Taxable Income .....\$ \_\_\_\_\_  
Estimated Tax Due @ 1.5 %.....\$ \_\_\_\_\_  
Less Amount Paid on Current Estimate and/or Any Overpayment Credits .....\$ \_\_\_\_\_  
Net Tax Due - Tentative Amount .....\$ \_\_\_\_\_  
Payment Due With This Return .....\$ \_\_\_\_\_

I declare that the extension requested herein for filing the Granville Income Tax Return is necessary for the reason(s) given above or additional time is necessary to prepare a complete and accurate return, and that I am authorized to sign this request.

\_\_\_\_\_  
(SIGNATURE)  
\_\_\_\_\_  
(PRINTED NAME)  
\_\_\_\_\_  
(TITLE)  
\_\_\_\_\_  
(DATE)

Confirmation of extensions will be acknowledged only if requested and accompanied by a stamped, self-addressed envelope. Disallowed extensions will be acknowledged by mail with the reasons for the denial.

Extensions are not granted on an automatic basis. The Granville Income Tax Ordinance authorizes the Tax Commissioner, upon good cause shown, to grant extensions on year-end returns where it is deemed to be within the Village's best interest to do so.  
An extension will NOT be granted/honored if income consists solely of W-2 income.

All extensions shall be conditioned upon the taxpayer filing a tentative return, accompanied by payment of the amount of tax shown to be due thereon, by the date the return is normally due.  
Should you have any questions, please contact the **Income Tax Division** Phone (740) 587-2764.  
Office hours are **8:00 AM to 4:30 PM** Monday through Friday. FAX (740) 587-0128

Extension Applications may be mailed to: **VILLAGE OF GRANVILLE  
INCOME TAX DIVISION  
141 EAST BROADWAY  
PO BOX 514  
GRANVILLE, OH 43023**