

CITY OF BATTLE CREEK
APPLICATION FOR AUTOMATIC EXTENSION OF TIME
TO FILE AN INDIVIDUAL INCOME TAX RETURN

Date to file by: 4/30/2013, the due date of the return for the 2012 tax year

Payment: _____

Payment Method: Make payment by check or money order payable to "City of Battle Creek" include your SSN, Daytime phone number, and 2012 Form BC-4868 on your check or money order. DO NOT SEND CASH.

Address for Payment: CITY OF BATTLE CREEK
P O BOX 1657, BATTLE CREEK, MI 49016-1657

- Other Instructions:
- ◆ An extension to file does not extend the time to pay the tax due.
 - ◆ The extension is automatically granted upon payment of the tentative tax balance due.
 - ◆ Failure to pay the balance due (the tentative tax due) invalidates the extension request.
 - ◆ An extension filed without a payment will not be accepted.
 - ◆ The City Income tax Ordinance limits the extension of time for filing annual returns to SIX months for the original due date.
 - ◆ The filing of federal Form 4868, Application for Automotive Extension of time to file U.S. Individual Income Tax return, with the Internal Revenue Service, does not grant an extension of time to file a city return.
 - ◆ Where the Federal Internal Revenue Code grants an automatic two-month extension to persons living outside the United States, an automatic two-month extension will be granted.

Taxpayer Records: Amount Paid: _____
Check Number: _____
Date Mailed: _____

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Taxpayers' first name, Initial, last name		Taxpayer's SSN
If joint return, spouse's first name, Initial, last name		Spouse's SSN
Present home address (Number and street)	Apt no.	1. Estimated total tax liability for 2012
Address line 2 (P.O. address for mailing use only)		2. Total 2012 payments
City, town or post office	State	Zip code
		3. Tentative tax balance due. (Subtract line 2 from line 1)
Foreign country name, province/county, postal code		4. Amount you are paying by check or money order