



1307 NE 78th St #B12
Vancouver, WA 98665
(360) 694-8206

Returning Client Extension Request

Date Requested: _____

By signing, I have given Northwest Accounting & Tax Service permission to file an extension for my/our personal 1040 tax return and/or any state tax return I have requested for the 2024 tax year.

1. I agree to inform NW Accounting Inc. if a spouse is to be removed or added
2. I agree to update my address below
3. If I have an ID Pin from IRS, I will provide it to file an extension.
4. State tax return extension requested: _____
5. My appointment is scheduled for: _____
6. I understand failure to contact Northwest Accounting & Tax Service by September 1st, 2025 may result in my return not being completed on time.
7. Northwest Accounting & Tax Service will file the extension on or before April 15th 2025.
8. Northwest Accounting & Tax Service will send you an email confirmation.

I understand that filing an extension is only an extension to file tax return. **It is NOT an extension to pay your taxes.** If I think I will owe any taxes, I understand that IRS will charge penalties (.5% per month until the tax is paid) plus interest (currently 7% annually, compounded daily) until the balance is paid starting on April 15th, 2025.

I know I can make a payment before April 15th by going to www.irs.gov "Make a Payment" and mark the boxes saying you are paying with an extension. You need to keep proof you made this tax payment.

I understand that failure to file my completed tax return with IRS by 10-15-2025 will result in IRS imposing "Failure to File Penalties" for any balance not paid starting on April 15th, 2025 and it could be 25% of the balance due.

Client Name: _____ Spouse: _____

Client SSN: _____ Spouse SSN: _____

Client Birthdate: _____ Spouse Birthdate: _____

Updated Address: _____

Primary Phone Number: _____ Secondary Phone Number: _____

Email Address: _____

Signature: _____ Date: _____

NW Accounting (Internal)

Verified Current Client: _____

Date Extension was Filed: _____

_____ Federal Extension _____ State Extension: _____

_____ Email confirmation was sent to client _____ Confirmation in Client file

Other Notes: