

EXTENSION POLICY

Extensions (office policy): Effective 01/01/2017, anyone requiring an extension (business or personal) will need to notify us in writing or e-mail or fax, and pay a \$25 extension filing fee (non-refundable & no-exceptions).

Verbal requests for extension will not be processed.

The client will be solely responsible in verify filing of the extension with us.

Ben Franklin Tax Services will not be liable for any penalties or interests due to non-filing of extensions unless extension was properly requested and paid for by the client, at least 48 hours before any deadline.

If you have any questions about our extension policy, please contact us.

Sincerely,

Ben Franklin Tax Services ®

1100 Business Pkwy - Suite 175, Richardson, TX 75081