

EXTENSION & E-FILING POLICIES

Extension: Anyone requiring an extension (business or personal) will need to notify us in writing or e-mail or fax, and pay a \$25 per 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. The extension must be properly requested, verified and paid for by the client, at least 2 (two) business days before any deadline. Ben Franklin Tax Services will not be liable for any penalties or interests due to non-filing of extension(s).

E-Filing: Any signed e-file authorization(s) must be received 1 (one) business day before end of our office hours for e-filing. E-filing is a courtesy service. Client is solely responsible for on-time filing of his or her tax return(s) and must verify filing. Ben Franklin Tax Services will not be liable for any penalties or interests due to late or non-filing of any tax return(s).

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

Sincerely,

Ben Franklin Tax Services ®

1100 Business Pkwy - Suite 175, Richardson, TX 75081