



Radnor Township  
 Attn: Business Tax Office  
 Finance Department  
 301 Iven Avenue  
 Wayne PA 19087  
 610-688-5600 ext 186  
 610-688-5600 ext 123  
 Fax 610-688-1279  
 www.radnor.com

# 2024 RADNOR TOWNSHIP APPLICATION FOR EXTENSION TO FILE BUSINESS PRIVILEGE TAX RETURN

2023 Reconciliation (January 1 to December 31, 2023)  
 2024 Estimate (January 1 to December 31, 2024)  
**SEPARATE CHECK - DO NOT COMBINE**

Check Payable to: Radnor Township  
 Due Date: May 15, 2024

Account No./License No.: \_\_\_\_\_  
 Account No./License No. must be included

Legal Business/Trade Name and Mailing Address (FILL IN BELOW): \_\_\_\_\_

**THIS SPACE FOR OFFICE USE ONLY**

<input type="checkbox"/> CASH	<input type="checkbox"/> TIMELY
<input type="checkbox"/> CHECK NO	<input type="checkbox"/> LATE
_____	<input type="checkbox"/> HAND DELIVERY DATE
AMOUNT REC'D	_____ <input type="checkbox"/> YES
\$ _____	POSTMARK DATE BY <input type="checkbox"/> NO
	USPS _____

Tax Identification Number (EIN/SSN): \_\_\_\_\_

\* Total Estimated Tax Payment Due including License Fee(s): \$ \_\_\_\_\_

\* Enter 2024 Estimated Taxes, Balance of Tax for 2023 and 2024 License Fee(s) as a Combined Amount in Total Estimated Tax Payment Due above. Include this same amount on Line 8 of your 2024 Business Privilege Tax Return, which must be filed by 10/15/24. (No Cents, No Negative Amounts, use Zero if Credit)

Copy of your Federal Extension must be attached with this form. Check box indicating Federal Extension form attached.

- |   |  |
|---|--|
| <input type="checkbox"/> 4868 - Individuals                 | <input type="checkbox"/> 8736 - Trusts               |
| <input type="checkbox"/> 5558 - Employee Plans              | <input type="checkbox"/> 8868 - Exempt Organizations |
| <input type="checkbox"/> 7004 - Corporations & Partnerships | <input type="checkbox"/> Other - Form #: _____       |

**Section 401. Extension of Time for Filing Returns**

Radnor Township will recognize any valid Federal Extension of time to file returns for Business Privilege and Mercantile Tax purposes so long as all Tax is paid to the Township by the original due date for the return(s), and a copy of the Federal Extension along with the Radnor Extension is submitted. An extension of time to file a return is not an extension of time to pay Tax associated with the return. No extension of time to pay Tax is allowed. Extensions of time to file are valid for a maximum of 5 (five) months from the original filing due date.

No penalty for late filing if no tax is due. Late filing of extension or insufficient estimated payment will result in penalty and interest to be assessed. To be considered timely the envelope containing the Extension Form and Payment must have a USPS Postmark (Hand Stamped or Mechanical/Automated). Private Postage Meters containing the meter markings and meter date used are not postmarks and will not be accepted to prove the date of mailing. Any Extension Forms received through the US Mail with no USPS postmark, have no proof of a mailing date and the Extension Form will then be considered mailed on the date of receipt by Radnor Township. If using a private delivery service such as FEDEX or UPS, the date accepted is the carrier pickup date.

Informational section below must be completed in full. Your license and extension request will be delayed unless this section is fully completed. *I declare under penalty of law that all statements made herein and/or in supporting schedules are true, correct and complete to the best of my knowledge and belief.*

Section for Preparer Only (Accountant / Controller)

Section for Taxpayer Only (Owner / Corporate Signer)

Preparer's Signature \_\_\_\_\_

Taxpayer's Signature \_\_\_\_\_

Print Name: \_\_\_\_\_

Print Name: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

Telephone No.: \_\_\_\_\_

Telephone No.: \_\_\_\_\_

Email: \_\_\_\_\_

Email: \_\_\_\_\_

(REQUIRED TO RECEIVE BUSINESS LICENSE)

License delivered by email from: [noreply@integritaxsolutions.com](mailto:noreply@integritaxsolutions.com)  
 Subject line: Message from Radnor Township regarding your business license  
 (check your junk and spam folder)

By providing your email address to the Township's Business Tax Office, you have given permission for the Business Tax Office to transmit confidential taxpayer information pertaining to you or your business by email. You may revoke this permission at any time by contacting the Business Tax Office in writing, identifying the taxpayer and stating "PERMISSION TO SEND CONFIDENTIAL TAXPAYER INFORMATION BY EMAIL IS HEREBY REVOKED."

**DO NOT INCLUDE THE RADNOR TAX RETURN IF FILING THIS FORM**

The 2024 Radnor Business Privilege Tax Return, which serves as the Extension Reconciliation, is due by October 15, 2024