Massachusetts Department of Revenue

Form 355-7004
Corporate Extension Worksheet

Tentative Return

1	Estimated amount of tax for the taxable year (must be at least minimum tax)	**1**
2	Advance and/or estimated payments made (if any)	**2**
3	Tax due with this application. Subtract line 2 from line 1	**3**

Payment in full of the tax due must be made with the extension request for it to be considered valid. If at least 50% of the tax due or the minimum tax (whichever is greater) for the taxable year is not paid, the extension is null and void. Penalties for a late return will be assessed from the original due date of the return.

General Information

Who May File Form 355-7004?

All domestic and foreign business, manufacturing or security corporations eligible to file Forms 355, 355U, 355S, 355SC or 355SBC may use this application to request either an automatic six-month extension of time to file their return or an extension of time to file for more than six-months. Taxpayers filing Form 355U must file this form electronically. Corporations that file corporate returns other than those listed, such as insurance companies, financial institutions, public utilities, urban redevelopment companies, etc., must use Form 355-7004 Misc. Form 355-7004 also acts as the required tentative return.

When Should Form 355-7004 Be Filed?

This application must be filed on or before the 15th day of the third month after the close of the taxable year, calendar or fiscal.

Must a Payment Be Submitted with This Form?

Yes. The full payment of tax reasonably estimated to be due must accompany this form. If at least 50% of the tax due or the minimum tax (whichever is greater) for the taxable year is not paid, the extension is null and void. If filing Form 355U, payments may be allocated to subsidiaries when Schedule CG is filed.

Will Interest and Penalties Be Due?

An extension of time to file a corporation tax return **does not** extend the due date for payment of the tax. Interest will be charged on any tax not paid on or before the original due date. Any tax not paid within the extended period is subject to a penalty of 1% per month, up to a maximum of 25%, from the extended due date.

How Long Is the Period of Extension?

An automatic six-month extension is granted upon the proper filing of this form. **An extension for a period longer than six-months** may be granted if good cause exists; it requires the written approval of the Commissioner before it becomes effective. The Commissioner may terminate this extension at any time by mailing a notice of termination to the corporation or to the person who requested the extension for the corporation. The notice will be mailed at least 10 days prior to the termination date designated in the notice.

Who May Sign?

Form 355-7004 must be signed by the treasurer or assistant treasurer of the corporation or by a person authorized by the corporation to do so. An application signed by an unauthorized person will be considered null and void. If a return is filed after the original due date based on a void extension, interest and penalties will be assessed back to the original due date.

Keep this worksheet with your records. Do not submit it with Form 355-7004. Mail the completed application to: **Massachusetts Department of Revenue, PO Box 7025, Boston, MA 02204**.

Note: Under certain circumstances, if a payment is not required to be submitted with the extension request, the requirement to file the extension may be waived. For further information, see TIR 06-21.

Corporations with $100,000 or more in receipts or sales must submit their extension request, as well as any accompanying payment, electronically. Also, any corporation making an extension payment of $5,000 or more must make the payment using electronic means. For further information, see TIR 04-30.

DETACH HERE

Form 355-7004 Application for Corporate Extension — 2009

Massachusetts Department of Revenue

Federal Identification number	Is the corporation incorporated in Massachusetts? ☐ Yes ☐ No	Period end date	Amount enclosed
Business name		Type of extension being applied for ☐ a. Automatic six-month ☐ b. Extension until:	
Mailing address		City/Town	State Zip

Sign here. Under penalties of perjury, I declare that to the best of my knowledge and belief this return and enclosures are true, correct and complete.

Signature of officer or agent	Signature of paid preparer	Date
Employer Identification number of paid preparer	Social Security number or PTIN of paid preparer	

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