



# Industrial Property Return Extension Request

For Department of Revenue use only	
Extension number	Date received

An extension may be granted to taxpayers who are either a principal or secondary industrial account appraised by the Oregon Department of Revenue.

**Note:** If real or personal property is being reported by a leasing company, the lessor must have sole responsibility for payment of taxes on the reported property.

To request an extension, complete this form and mail or fax it to the address or number shown below by March 1.

Extensions will be granted for "Good and sufficient cause" or "Administrative need." "Good and sufficient cause" means an extraordinary circumstance that is beyond the control of the taxpayer, or taxpayer's agent or representative, which prevents the taxpayer from filing the property return by the deadline and is for the current tax year only.

"Administrative need" means the taxpayer has a recurring inability to obtain information needed to complete and file the return by the deadline and will continue for subsequent tax years unless revoked by the department or cancelled by the taxpayer.

Returns are subject to audit. You must agree to use the trending and depreciation schedules supplied in reporting your property.

If your request is granted, your return must be postmarked by April 15.

Industrial property returns filed with the department shall have trending and depreciation factors applied to the asset listing or summary for reporting purposes, where requested. Retirements shall be itemized.

Company name \_\_\_\_\_

Account number(s) \_\_\_\_\_

Contact person (must be an owner or authorized representative)	Telephone number (     )
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Mailing address	City	State	ZIP code
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Situs address	City	Site number
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Good and sufficient cause       Administrative need

Please explain your reason for requiring an extension of time for filing your property forms

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<b>→</b> <b>Sign</b> <b>here</b>	Signature	Date
	X	
Title (must be an owner or authorized representative)		

Fax to: **503-945-8737**  
**Attn: Valuation Section**

-or-

Mail to: **Valuation Section—Property Tax Division**  
**Oregon Department of Revenue**  
**PO Box 14380**  
**Salem OR 97309-5075**