



Request Extension of Time to File Individual Income Tax

INTIME Quick Guide

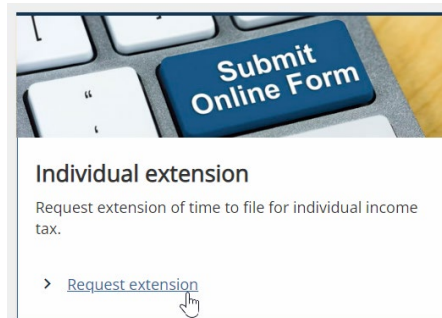
Customers can request an extension of time to file their Indiana Individual income tax return through [INTIME](#).

Filing for an extension **does not** extend the deadline for **paying** any tax due. You should pay at least 90% of the amount you expect to owe by the original return due date. Interest is due on all amounts paid after that.

Penalty will be waived if you:

- Pay at least 90% of your total tax due by the original due date
- File your return by the [extended due date](#)
- Pay any remaining tax and interest due when you file your return

Go to [INTIME](#). Under "Individual extension", select "Request extension." This option is only available prior to the tax filing deadline.



Follow the prompts to provide information on the primary taxpayer (and spouse, if applicable).

The screenshot displays the 'IT-9 header information' form. At the top, the 'Tax year' is set to '2023'. Below this, the form is divided into two columns: 'Primary information' and 'Spouse information'. Each column contains several text input fields, some with red asterisks indicating they are required. The 'Primary information' fields include 'Primary ID type' (with a dropdown arrow), 'Primary ID', 'Primary first name', 'Primary middle initial', and 'Primary last name'. The 'Spouse information' fields include 'Spouse ID type' (with a dropdown arrow), 'Spouse ID', 'Spouse's first name', 'Spouse's middle initial', and 'Spouse's last name'. At the bottom of the form, there are three buttons: 'Cancel', 'Previous', and 'Next' (with a right-pointing arrow). A mouse cursor is hovering over the 'Next' button.

Extension payments

To make an extension payment, select "Yes" and choose a payment option.

If you do **not** expect to owe, select "No", and provide your email address.

If the amount of the extension payment is unknown, select "Yes" and then "I do not know my extension payment." A worksheet will be provided.

Extension payment worksheet

Total estimated income for 2023
0

Total exemption amount
0

Amount subject to tax
0

Amount of state income tax due
0

Primary county
▼

Amount of county income tax due
0

Anticipated state and county tax due for 2023
0

Subtotal (90% of anticipated state and county tax due)
0

Total credits (including 2023 state and county income tax withheld, estimated payments, etc.)
0

Minimum required extension payment
0

Portion of minimum required extension payment that represents your anticipated state tax due
0

Portion of minimum required extension payment that represents your (and spouse's, if same county) anticipated county tax due
0

Spouse's county
▼

Portion of minimum required extension payment that represents your spouse's anticipated county tax due (if different from primary county)
0

Total extension payment ⓘ
0

Total payment amount must be greater than 0

Cancel Previous Next

Provide payment allocation information, then select a payment method of either bank account (no fee) or credit/debit card (fee applies).

A confirmation message will be displayed once payment has been submitted, and you will receive an email. Print or save the confirmation page for your records.

Additional [INTIME guides](#) are available.