



## Office of the Tax Administrator

### BUSINESS PERSONAL LISTING EXTENSION REQUEST FORM INSTRUCTIONS

QUALIFYING PROPERTY: Business personal property located in Cumberland County

QUALIFYING OWNERS: Business Owners

APPLICATION PROCEDURE: Complete the form and submit by January 31, 2025

RELIEF GRANTED: Extends the date for current business listing until April 15, 2025

**Note: If the due date falls on Saturday, Sunday or a holiday, the due date will be the next business day.**

You can now submit listing forms and payments in our new secure drop box located beside the mailboxes in the courthouse parking lot off Cool Spring and E Russell Streets.



**Office of the Tax Administrator**

**2025 Business Personal Property Extension Request Form**

Date: \_\_\_\_\_ (PLEASE PRINT & COMPLETE FORM IN ITS ENTIRETY)

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

T/A: \_\_\_\_\_

Mail Address: \_\_\_\_\_

Contact Person Name: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Business Location \_\_\_\_\_

Tax Bill Numbers(s): \_\_\_\_\_

**This form must be completed and submitted within the regular listing period in January in order for the filing date to be extended. No late requests will be accepted.**

**Important:** If this request is for more than one account, please attach the list of business names, location addresses and tax bill numbers for each account for which an extension is requested.

I hereby **request an extension of time required to file my business personal property return** with Cumberland County Tax Administration. I understand that in accordance with North Carolina General Statute 105-307; I may receive an extension of the time upon written request and for showing good cause for the extension. I require this extension because:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

I understand that the Tax Administrator may grant an extension of time, but that in no case will the time extend beyond **April 15, 2025.**

Sincerely,

\_\_\_\_\_  
(Signature)