

2022
FORM 760IP

Virginia Automatic Extension Payment
Voucher for Individuals

This form is for use by individual income tax filers only. Fiduciary Taxpayers and Pass-Through Entities filing for Unified Nonresident Taxpayers use Form 770IP to make your income tax extension payments.

Effective for payments made on and after July 1, 2022, individuals must submit all income tax payments electronically if any payment exceeds \$1,500 or the sum of all payments is expected to exceed \$6,000. This includes estimated, extension, and return payments. Visit our website at www.tax.virginia.gov for information on electronic payment options.

Virginia automatically grants all taxpayers a 6-month extension of time to file their income tax return.

- For calendar year filers, the filing date is automatically extended to November 1.
- You are NOT required to file Form 760IP in order to obtain this automatic extension.
- You must pay any tentative tax due by May 1.
- An extension of time to file does NOT extend the amount of time you have to make your payment.
- Penalties and interest will accrue on all late payments.

Purpose of Form 760IP

Form 760IP, Automatic Extension Payment, is a payment coupon and worksheet that provides taxpayers who are unable to file their individual income tax return by May 1 a means of calculating and remitting a payment to avoid penalty and interest.

Who Must File Form 760IP

Form 760IP is required if ALL of the following apply to you:

1. You cannot file your individual income tax return by the due date;
2. You owe tax (this is determined by completing the Tentative Tax Computation Worksheet on the back of this page); **and**
3. You submit your payment by paper check or money order. Estates, trusts and unified nonresident filers should use Form 770IP.

Do not file Form 760IP if you determine that you **do NOT owe additional tax**, or you make your extension payment electronically using Individual Online Services.

Completing Form 760IP

Complete the Tentative Tax Computation Worksheet on the back, then enter the payment amount in the PaymentAmount box on Form 760IP. Instructions for the worksheet and the form are on the back.

If additional tax is due when you file your return, you may owe penalty and interest charges in addition to the tax.

When and Where to File Form 760IP

The Department provides two secure online options for submitting extension payments: eForms and Individual Online Services. Payments are made by Debit EFT and you may schedule your payment for a future date. Extension payments may also be made using an ACH Credit transaction through your bank. Some banks may charge a fee for this service. An Electronic Payment Guide is available on the Department's website with information on how to submit ACH Credit payments to the Department.

Alternatively, if you are using software you may be able to submit your payment through e-File. You may also be able to set up your estimated payments via debit EFT with future payment dates.

If you are paying with a paper check or money order, file Form 760IP along with your payment as soon as you realize you owe any additional tax. The 2022 Form 760IP must be postmarked by May 1, 2023 to avoid interest and penalties. For fiscal year filers, file Form 760IP on or before the due date of your return with payment of the balance due to avoid interest and penalties.

If the due date falls on a Saturday, Sunday or legal holiday, Form 760IP, with payment, may be filed on the next day that is not a Saturday, Sunday or legal holiday. **Be sure to write your Social Security Number, taxable year and "VA 760IP" on your payment.** Send the completed Form 760IP, with payment, to:

Department of Taxation
P.O. Box 1478
Richmond, VA 23218-1478

Penalty for Failure to Timely File and Pay the Tax Due

Virginia law provides for an automatic 6-month filing extension, but you must pay at least 90% of your tax liability by the due date of

Detach here and mail with your tentative tax payment. Keep the worksheet with your other tax records.

760IP Automatic Extension Payment 2022

New Filer or Address Has Changed

(Doc ID 763)

Do not file Form 760IP if no payment is due or if you make this payment electronically.

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Save the stamp.
Make your extension payment on the Department's website: www.tax.virginia.gov

Make your check payable to the Virginia Department of Taxation

Payment Amount

Payment Amount input field with .00

Form with fields for Social Security Number, First Name, Spouse's First Name, Address, and City, State and ZIP Code.

