

State of Tennessee



# EXTENSION REQUEST

Department of State  
**Division of Charitable Solicitations & Gaming**

William R. Snodgrass Tennessee Tower  
312 Rosa L. Parks Avenue, 8th Floor  
Nashville, TN 37243  
(615) 741-2555 / (615) 253-5173 - fax

**INSTRUCTIONS:** Pursuant to T.C.A. § 48-101-506(e), for good cause shown, the secretary may extend the time for filing a renewal application for a period not to exceed ninety (90) days during which time the previous registration remains in effect. Please complete the form stating the reason for the extension request. **You will not receive correspondence from the division if the request for extension is granted. You will receive a letter from the division if the request for extension is DENIED.**

Name of Organization: \_\_\_\_\_ CO ID: \_\_\_\_\_

Contact Name: \_\_\_\_\_ FEIN: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Telephone Number: ( ) \_\_\_\_\_ Fax Number: ( ) \_\_\_\_\_ E-mail: \_\_\_\_\_

**Reason for extension:** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Supporting documentation attached (e.g. IRS Form 8868 - exempt organization extension to file).

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## SIGNATURE

*I certify that the information furnished in this Request of Extension (and all continuation sheets is true and correct to the best of my knowledge.*

Signature of Principal Officer or Authorized Representative: \_\_\_\_\_

Print First: \_\_\_\_\_ MI: \_\_\_\_\_ Last: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_