5209 EXAMPLE

CITY Income Tax Return Application for Extension of Time to File

Make check payable to "**State of Michigan - Detroit**." Print "**2021 City Extension**" and last four digits of filer's **Social Security number** on the check.
Mail to: Michigan Department of Treasury, PO Box 30738, Lansing, MI 48909

1. Extension request is for City Income Tax			2. Month and Year Tax Year Ends (MM-YYYY)	
3. Filer's Full Social Security Number	4. Spouse's Full Social Security Number		5. Extension requested for City of: **DETROIT**	6. City Code **170**
7. Filer's Name (First Name, Middle Initial, Last Name)				
8. Mailing Address (Address, City, State, ZIP Code)			9. Payment Amount	**00**

✚ 0000 2021 107 01 27 4

PERSONALIZATION

A developer's software program must print vouchers one to a page with top line generated to define the cutting edge for the preparer, measuring 8.5" wide and 3.5" in height. Position voucher at the bottom of the page to ensure dependable feeding edge. Verify voucher revision date and "MAIL TO:" address are correct.

Verify voucher elements with current year final voucher. Courier font preferred at a minimum 10-point size.

- *Month and Year Tax Year Ends:* Date should be formatted **MM-YYYY**.
- *Social Security Numbers (SSN):* The nine-digit number should be formatted **XXX-XX-XXXX**.
- *Filer's Name(s):* Name(s) in all CAPS.
- *Address:* Mailing address in all CAPS.
- *Payment Amount:* Field should be entered with **no cents**.

DOC ID CODE

4 characters:	Software Developer code
4 characters:	Filing Year
3 characters:	Voucher Number
2 characters:	Voucher Page Number
2 characters:	Office Use Code
1 character:	Check Digit