



Terry Tipton, Jr., CFA

Franklin County Property Appraiser

33 Market Street, Suite 101

Apalachicola, FL 32320

850-653-9236

franklincountypa.net



Tangible Personal Property Filing Extension Policy

All extension request for filing Tangible Personal Property Tax Returns **MUST** be made in writing and **MUST** be received by the Property Appraiser no later than April 1st. All timely request received by April 1st for a 30 day extension will be granted automatically; as such, you will not receive written confirmation.

Each request for an extension must include:

1. The Tangible Personal Property Alternate Key Number and/or Parcel Identification Number
2. The name of the taxable entity and FEI or SS Number
3. The location of the taxable entity

We offer two extensions:

- **30 Day Extension to May 1st** - This extension will be granted automatically upon written request. All Tangible Personal Property Returns with 30 day extensions must be postmarked to the Property Appraiser by May 1 to avoid penalties.
- **45 Day Extension to May 15th** - The additional 15 day request will be granted **ONLY** upon individual review of the specific reason(s) why an additional 15 days is warranted. You will be informed of the decision. All Tangible Personal Property Tax Returns with 45 day extension request must be postmarked to the Property Appraiser by May 15 to avoid penalties.

Request for extension involving multiple accounts do not have to be made individually; they may be listed in a spreadsheet format.

You may mail or email you request to:

Mail: Franklin County Property Appraiser

Attn: TPP Request

33 Market Street, Suite 101

Apalachicola, FL 32320

Email Request to:

Heather Carroll

Hcarroll.pa@franklincountyflorida.gov