



## Tax Extension Agreement for 2026 Business License Renewal

Business Name \_\_\_\_\_

Business License # \_\_\_\_\_

Physical Address \_\_\_\_\_

Email Address \_\_\_\_\_

Phone Number \_\_\_\_\_

**\*BOTH LINES BELOW MUST BE INITIALED.**

\_\_\_\_\_ I understand that failure to submit our 2025 Income Tax Return to the City of Mauldin by November 1, 2026 will result in a court summons in the amount of \$500.00.

\_\_\_\_\_ I understand that I am responsible for paying any additional business license fees assessed upon receipt and processing of the 2025 tax return. If it is determined that additional business license fees are due, late penalties (5% per month) and a \$25 processing fee will be applied. In no case shall the late/processing fees be waived.

Name (Print): \_\_\_\_\_ Title: \_\_\_\_\_

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

- A copy of your extension paperwork from the government, business license renewal form, gross receipt report (if the gross receipt amount on your taxes includes more than your Mauldin location) and payment (based on an estimate of gross receipts for 2025) must be submitted with this form.
- If the gross receipt amount you estimate is more than the amount on your taxes and you would like to submit a request for a refund, the request must be received by November 1, 2026.
- Email or bring all documents and payment to the address below by 4/30/2026 to avoid late fees.

City of Mauldin  
Business License Facilitator  
5 E Butler Rd  
Mauldin, SC 29662  
businessanddevelopment@mauldincitysc.com