



How to file a 2024 Manufacturing Real Estate Form Extension Request

Wisconsin Department of Revenue

Filing Information

- **Filing Requirement** – manufacturers can file an extension request online through [My Tax Account \(MTA\)](#), by email or first-class mail
- **Due Date** – March 1, 2024
 - State law grants one filing extension to April 1, 2024
 - The Wisconsin Department of Revenue (DOR) must receive your extension request on or before March 1, 2024
 - If you mail your extension request, it must be postmarked on or before March 1, 2024
 - DOR will deny any extension request postmarked after March 1, 2024

Extension Request Methods

A. Online Request (for authorized e-file users)

1. Login to MTA – <https://tap.revenue.wi.gov/>
2. Select the appropriate manufacturing real estate account
3. Click "File/View Returns" – located to the right of the Wisconsin Tax Number
4. Select "Request Extension to File" – link available January 1, 2024 to March 1, 2024
5. Current due date and extended due date will prepopulate – click "Submit"
6. Confirmation pop-up box will appear – click "OK"
7. Confirmation number appears on next screen

Note: If you are requesting an extension for more than one account, you must request each extension separately. For multiple extension requests, repeat steps (2) and (3) for each individual account are requesting an extension.

B. Email, Mail or Fax

- If you do not electronically file your extension request through MTA, you must send your extension request in writing to the [DOR Manufacturing & Utility Bureau district office](#) in your area, with the heading "Attn: Extensions"
- To verify delivery, you must choose an email delivery receipt confirmation (sender option), a fax transmission confirmation report, or get a certificate of mailing from your preferred document delivery service
- **Note:** If you are filing an extension request for multiple accounts, you must submit the full state identification number (ex: 76-13-251-R000099999) or tax account number (ex: 237-) of all individual accounts for which you are requesting an extension