

Extension Requests

What is an extension request?

An extension request is a request to have the date by which the organization must renew its registration extended to a later date. The division 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.

Who can file an extension request?

- Organizations that are currently registered with the Tennessee Division of Charitable Solicitations and Gaming
- Organizations that have not already received an extension for the current registration period

How many extensions can an Organization receive in a filing period?

The organization may be granted one extension per registration period, for a time not to exceed ninety (90) days.

What information do I need to file my extension request online?

- Contact Name
- Address Information: Mailing Address, City, State, Zip
- Phone Number
- Fax Number (optional)
- Email Address (Where your confirmation email should be sent)
- Reason for extension
- Any supporting documentation if applicable (e.g. IRS Form 8868 exempt organization extension to file)

How do I know the division received the extension request?

A confirmation email will be sent to the email address entered on the extension request form within 1 business day. If you do not receive your confirmation, please contact the division at 615-741-2555 or charitable.solicitations@tn.gov.

How do I know if the extension request was approved or denied?

If the extension request is denied, the organization will receive a letter advising it of such. If the request is approved, the organization's expiration date will be updated. The organization may view their current expiration date by logging into its online account. It may also call the division at 615-741-255 to check the status of the request.