

## Mailing Tax Returns & Extensions

All 2024 tax returns or extensions MUST be postmarked or e-filed on or before midnight on April 15<sup>th</sup>, 2025 to be considered on time.

**Taxpayers can visit this IRS.gov webpage to electronically file an extension for free:**

<https://www.irs.gov/filing/free-file-everyone-can-file-an-extension-for-free>

### USPS nearby locations include:

<u>South Austin:</u>	<u>North Austin:</u>	<u>Round Rock/Pflugerville:</u>
7310 Menchaca Rd Austin, TX 78745 M-F 8:30am-5:30pm	900 Blackson Ave Austin, TX 78752 M-F 8:30am-5pm	2250 Double Creek Dr Round Rock, TX 78664 M-F 8am-5pm Sat 8:30am-1pm
3903 S Congress Ave Austin, TX 78704 M-F 8:30am-5pm Sat 10am-2pm	8225 Cross Park Dr Austin, TX 78710 M-F 7:30am-5:30pm Sat 8am-3pm	797 Sam Bass Rd Round Rock, TX 78681 M-F 8am-5:30pm Sat 8:30am-12pm
4516 Burluson Rd Austin, TX 78744 M-F 8:30am-5pm	3507 N Lamar Blvd Austin, TX 78705 M-F 8:30am-5pm	301 S Heatherwilde Blvd. Pflugerville, TX 78660 M-F 8am-5pm Sat 9am-1pm

Collection Boxes (blue mailboxes) have final pick-up times between 5pm and 6pm in the Austin area. Be sure to verify the hours of operation and final collection time. A stamped envelope must be deposited in a collection box prior to the last scheduled pick up time to receive the April 15<sup>th</sup> postmark.

Consider using the self-service kiosk at a Post Office. (This requires purchasing postage with a credit or debit card.) The self-service kiosk postmarks the envelope with the date and time and will be accepted as timely filed as long as the postmark is before midnight on April 15<sup>th</sup>, 2025.

**Note:** *The USPS website indicates the self-services kiosks are open 24 hours per day, but in our experience the kiosks are only accessible during the regular business hours of that location. Not all USPS locations have self-service kiosks.*

### Mailing after 5pm on Tax Day?

Taxpayers can also use certain private delivery services approved by the IRS. These private delivery services include only UPS, FedEx, and DHL Express. Most local private delivery services have last collection times at 6 or 6:30pm.

**Private Delivery Services can deliver returns, payments, and extensions to:**

Austin - Internal Revenue Submission Processing Center  
3651 S IH35  
Austin, TX 78741