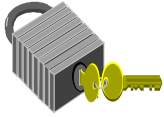


# Motor Fuels Tax Newsletter

North Carolina Department of Revenue  
Motor Fuels Tax Division  
1429 Rock Quarry Road, Ste 105, Raleigh, NC 27610  
Telephone: 919-733-3409/Toll Free 877-308-9092



June 2007



## **Confidentiality of Tax Information and Identify Theft Protection**

### **Taxpayer Assistance:**

When visiting or calling an office of the Motor Fuels Tax Division, please have the information outlined below available so that we may be able to serve you as efficiently as possible.

In an effort to further ensure security and protect the privacy of confidential information, additional measures will be implemented in the near future. As those procedures are established, the details will be provided in future editions of this newsletter.

- Taxpayer Identification Number. In order to protect the privacy of confidential information, you must provide this identifying information before we can assist you. **We cannot provide the identification number for you.**
- Be certain that you have authority to transact business for the account for which you are inquiring. If you are transacting business for someone else, you must have a Power of Attorney on file with the Division or in your possession before we may discuss the account with you.
- If you wish to make a payment, you may only pay by check or money order, cash is not accepted.
- To file IFTA tax returns, please be certain that you have complete records of all miles traveled, all fuel purchased, and that the tax return is completely filled out. We will assist you if you have questions; however, it will be your responsibility to complete the return(s). **The Motor Fuels Tax Division cannot complete or prepare tax returns for you.**
- To set up a new account, complete Form Gas 1274, Application for License and Decals. This document must be completed

in its entirety. Incomplete applications cannot be processed. We will not waive the requirement to provide the social security numbers of sole proprietors, partners and/or corporate officers.



## **Motor Fuels Tax Division Collection Options**

The collections unit is utilizing more of the collection tools available to the Department of Revenue. The revenue agents have the ability to garnish wages paid from an employer or a contractor, garnish bank accounts, seize property through a warrant, or request revocation of license plates. The Department is also placing taxpayers on a database with the NC State Highway Patrol. The Highway Patrol officers have the authority to hold the truck until sufficient funds are paid to the officer or the Department.

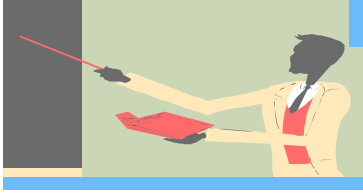
Taxpayers have several options available to them as well. They can pay the balance due in full. They can protest an assessment before it is final billed if they disagree with the figures used by the Department to calculate the assessment. Taxpayers can also establish a payment plan at any time.

## **IFTA Web Site**

For additional information regarding IFTA and footnotes associated with various jurisdictions' tax rates, visit the IFTA, Inc., web site at [www.iftach.org](http://www.iftach.org).

## **NC Department of Revenue Web Site**

For additional information regarding Motor Fuels Tax or other Department of Revenue information, please visit our web site at [www.dornrc.com](http://www.dornrc.com).



**Motor Carrier Seminars**

The Motor Fuels Tax Division will be sponsoring Motor Carrier Seminars again this year.

The seminars will include presentations by the Motor Fuels Tax Division, the International Registration Plan Section, the Internal Revenue Service, and the North Carolina State Highway Patrol Motor Carrier Enforcement Section. Topics to be discussed include:

- **MOTOR CARRIER FUEL TAX ISSUES**
- **STATE AND FEDERAL PENALTIES**
- **MOTOR CARRIER REGISTRATION**
- **TAX RETURN FILING**
- **IFTA INTERNET FILING**
- **RECORDKEEPING REQUIREMENTS**
- **AUDIT PROCEDURES**
- **2290 FILING REQUIREMENTS**
- **WEIGHT & SAFETY REGULATIONS**
- **E NUMBERS**
- **BINGO STAMP REQUIREMENTS**
- **HEARINGS PROCESS**
- **INVESTIGATIONS AND ON-ROAD ENFORCEMENT**

Representatives from the various agencies will be available to answer questions during the sessions as well as after the presentations.

Registration forms will be mailed in early July to all motor carriers registered with the Motor Fuels Tax Division. The deadline for registration is July 22, 2007. There is no charge for attending these seminars. The seminar involves a one-day participation, beginning at 8:30 a.m. and ending at approximately 5:00 p.m.

If you are interested in attending a seminar, and you do not receive a registration form in early July, please call the Division at 919-733-3409 or toll free at 1-877-308-9092.

For information in planning your schedule, the seminar dates and locations are shown in the table that follows.

<b>Seminar Dates and Locations</b>	
<b>Ahoskie</b>	August 6, 2007  Roanoke-Chowan Community College 109 Community College Road Ahoskie, NC 27910
<b>Winterville</b>	August 7, 2007  Pitt Community College Leslie Building Room 143 1986 Pitt Tech Road Winterville, NC 28590
<b>Dublin</b>	August 8, 2007  Bladen Community College Teaching Auditorium Dublin, NC 28332
<b>Hickory</b>	August 14, 2007 August 15, 2007  Lenoir Rhyne College McCrorie Center Room 213 625 7 <sup>th</sup> Avenue NE Hickory, NC 28601
<b>Asheboro</b>	August 16, 2007  Randolph Community College R. Alton Cox Resource Center Auditorium 629 Industrial Park Avenue Asheboro, NC 27204
<b>Cary</b>	August 20, 2007  Wake Technical Community College Wake Tech Business and Industry Center (Western Campus – Millpond Village) Room 118 3434 Kildaire Farm Road Cary, NC 27518



**\*\*\* Important IFTA Information \*\*\***

When completing and calculating your second quarter 2007 International Fuel Tax Agreement (IFTA) return, please note that **Georgia** has a split rate. One rate applies to operations occurring during the period April 1 through May 31, and another rate applies to operations occurring June 1 through June 30. If you had operations in Georgia during the second quarter 2007, please be certain to use the correct rates as shown on the tax rate sheet that accompanies your return.



**IFTA/Intrastate E-File**

[www.dorn.com](http://www.dorn.com)

All registered IFTA/Intrastate carriers can file their quarterly IFTA returns, pay amounts due, order credentials (license and decals), close accounts, and review returns and/or credentials previously filed via the Internet using our web site. The Department of Revenue's E-File system offers the convenience of completing transactions 24 hours a day, 7 days a week. Payments can be made on-line by bank draft, MasterCard or Visa. Payments made by check or money order may continue to be mailed to the Department of Revenue along with the voucher. Please be certain that your check is postmarked on or before the due date. Payments postmarked after the due date will be subject to assessment of penalties and interest.

Please note that applications for motor carriers registering with North Carolina for the first time will **not** be available on-line. You may contact the Motor Fuels Tax Division for an application to open a Motor Fuels account, or you may download the application (Gas-1274) from our website. Once the account has been established, you will be eligible to file via the Internet.

If you have filed your IFTA return via the Internet for four (4) consecutive quarters, you will no longer receive the IFTA return and tax rate sheets. You will continue to receive the newsletter.

Should you have a need for the paper documents in the future, forms are available on our website at [www.dorn.com](http://www.dorn.com) by selecting "Tax Forms". You may contact our office for assistance at 919-733-3409 or toll free 1-877-308-9092.

**IFTA/Intrastate Internet Taxpayer Information**

**Helpful Tip: Please answer carefully when responding to the question "Did you have operations in one or more jurisdictions (including North Carolina) during this reporting period?"**

When answering "no" to this question, you have filed your quarterly IFTA tax return indicating that you did not operate during the reporting period.

If you accidentally select this option and submit your return, it will be necessary that you file a paper return marked "amended" to correct the return for that period.

When filing returns, whether on the Internet or by paper document, please pay careful attention to any questions asked to ensure that your response is accurate for your business operations.

**Helpful Tip: When filing your IFTA return on the Internet, please be certain that you complete the process for submitting your return and/or payment.**

**It is important to remember that your return is not filed until you have received the "Tax Return Confirmation" screen.**

There have been occurrences when taxpayers filing via the Internet have exited the application prior to completing this process, therefore, resulting in the return not having been submitted.

In this case, you may receive notification from our office that the return has not been received. In order to complete the transaction and submit the return, it will be necessary to sign back onto the Internet and complete the processing of the return.

**Helpful Tip: Identification Number Changes.**

If your business identification number changes, you must complete an application for license and decals under the new number, and must also register the new account for IFTA/Intrastate Internet. Reports submitted under the old account number will not automatically transfer to the new account number.

**Helpful Tip: On the jurisdiction screen, you may enter one jurisdiction at a time by clicking on the map, or you may enter multiple jurisdictions at once ... just follow the steps below.**

- In the column listing the jurisdictions, use the scroll bar to locate the jurisdiction you wish to select and click on the first jurisdiction using your mouse.
- Scroll to the next jurisdiction you wish to select, hold down the control key (Ctrl) on your keyboard while clicking your mouse on the jurisdiction selected and repeat for each jurisdiction you wish to select.
- After selecting all the jurisdictions in which you traveled, click on the double arrows located between the two columns. All jurisdictions that you have selected in the left column will be moved to the right column and appear highlighted on the map. (If you select a jurisdiction in error, highlight the jurisdiction in the *right* column and click on the double arrow to remove the jurisdiction.)

**Quarterly IFTA Reporting**

All licensees must file an IFTA quarterly tax return with the Division. The due dates for filing each return are shown below.

<b><u>Reporting Quarter</u></b>	<b><u>Due Date</u></b>
January – March	April 30
April – June	July 31
July – September	October 31
October – December	January 31

The IFTA quarterly tax return and tax rates are provided each quarter, 30 days prior to the due date. Failure to receive or obtain the quarterly tax return does not release the licensee from reporting obligations. **A quarterly tax return must be filed, even if the licensee does not operate or purchase taxable fuel in any IFTA member jurisdiction in a particular quarter.**

IFTA licenses may be suspended and/or revoked for any of the following reasons:

1. Failure to file an IFTA quarterly tax return;
2. Failure to remit all taxes due all member jurisdictions; or

3. Failure to pay and/or protest an audit assessment within the established time period.

The Division will notify the North Carolina State Highway Patrol Motor Carrier Enforcement Administration and all member jurisdictions when a suspension or revocation has occurred or been released. **Do not operate vehicles when a license has been revoked or suspended.**

**Requirements for IFTA Licensed Vehicles**

It is the licensee’s responsibility to maintain records of all operations of qualified motor vehicles. At a minimum, information must include the following mileage and fuel data for each individual vehicle for each trip:

Mileage Records:

- Date of trip (starting and ending)
- Trip origin and destination (city & state)
- Route of travel
- Beginning and ending odometer or hubometer readings
- Total trip miles
- Mileage by jurisdiction
- Vehicle unit number
- Vehicle fleet number
- Licensee’s name

Fuel Receipts:

- Date of purchase
- Name and address of seller
- Number of gallons purchased
- Type of fuel purchased
- Price per gallon
- Unit number of vehicle or VIN
- Purchaser name

**Holidays**

The Motor Fuels Tax Division and its field offices will be closed in observance of these holidays:



**Independence Day**  
Wednesday, July 4, 2007

**Labor Day**  
Monday, September 3, 2007