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INSTRUCTIONS FOR COMPLETING TEXAS FUELS TAX REPORT

WHO MUST FILE

Every licensed supplier, permissive supplier, distributor, distributor/aviation fuel dealer, importer, importer/dyed diesel fuel bonded user, exporter, exporter/blender and blender must file this report. Failure to file this report, schedules and pay applicable tax may result in collection action as prescribed by Title 2 of the Tax Code.

WHEN TO FILE

Suppliers, permissive suppliers, distributors, importers, exporters and blenders must file this report on or before the 25th day of each month accounting for gasoline or diesel fuel received, used or sold during the preceding month.

FOR ASSISTANCE

If you have any questions regarding fuels tax, you can contact the Texas State Comptroller's field office in your area, or you can call (800) 252-1383 or (512) 463-4600.

GENERAL INSTRUCTIONS

- TYPE or PRINT all information.
- Please write only in white areas.
- If any preprinted information is not correct, mark out the incorrect item and write in the correct information.
- Complete all applicable items that are not preprinted.
- ROUND ALL GALLONAGE FIGURES TO WHOLE GALLONS.

SPECIFIC INSTRUCTIONS

Item 1 - Suppliers, permissive suppliers, distributors, distributor/aviation fuel dealers or importer/dyed diesel fuel bonded users enter gallons of dyed diesel fuel purchased tax free from other license holders. Complete the "Texas Schedule of Dyed Diesel Fuel Purchased Tax-Free from Other License Holders" (Form 06-145) to obtain the necessary information for this item.

Item 2 - Suppliers, permissive suppliers, distributors or distributor/aviation fuel dealers enter gallons of gasoline or undyed diesel fuel removed from IRS Registered Terminal located in Texas on which Texas tax was paid to the licensed supplier. Complete the "Texas Schedule of Gallons Removed from IRS Registered Terminal - Texas Tax Paid" (Form 06-146) to obtain the necessary information for this item.

Item 3 - Blenders, exporter/blenders, importers and importer/dyed diesel fuel bonded users enter gallons of gasoline or diesel fuel purchased in Texas for the purpose of blending with a blending agent, component or other material to expand the volume of the finished gasoline or diesel fuel. Complete the "Texas Schedule of Gallons Purchased in Texas for Blending" (Form 06-147) to obtain the necessary information for this item.

Item 4 - Importers, importer/dyed diesel fuel bonded users, suppliers, permissive suppliers, distributors or distributor/aviation fuel dealers enter gallons of tax-free dyed diesel fuel imported into Texas outside the bulk transfer/terminal system. Complete the "Texas Schedule of Gallons Imported Tax-Free" (Form 06-148) to obtain the necessary information for this item.

Item 5 - Importers, importer/dyed diesel fuel bonded users, suppliers, permissive suppliers, distributors or distributor/aviation fuel dealers enter gallons of tax-free gasoline or undyed diesel fuel imported into Texas outside the bulk transfer/terminal system. Complete the "Texas Schedule of Gallons Imported Tax-Free" (Form 06-148) to obtain the necessary information for this item.

Item 6 - Importers, importer/dyed diesel fuel bonded users, suppliers, permissive suppliers, distributors or distributor/aviation fuel dealers enter gallons of gasoline or undyed diesel fuel purchased at an out-of-state terminal for delivery into Texas on which the Texas tax was paid to a licensed permissive supplier. Permissive suppliers report gallons purchased from another permissive supplier for import into Texas on which the Texas tax was paid to the other permissive supplier. Complete the "Texas Schedule of Gallons Imported Texas Tax-Paid" (Form 06-149) to obtain the necessary information for this item.

Item 7 - Blenders, exporter/blenders, suppliers, permissive suppliers, distributors, distributor/aviation fuel dealers, importers or importer/dyed diesel fuel bonded users enter gallons of blending agents, components or other materials mixed with gasoline or undyed diesel fuel outside the bulk transfer/terminal system where the blended product is sold or used for the propulsion of a motor vehicle. Also includes blending agents used in blending water, ethanol or biodiesel with undyed diesel fuel. Water, ethanol or biodiesel blended with diesel fuel reported in Item 8. Complete the "Texas Schedule of Taxable Blending Materials" (Form 06-150) to obtain the necessary information for this item.

Item 8 - Blenders, exporter/blenders, suppliers, permissive suppliers, distributors, distributor/aviation fuel dealers, importers or importer dyed diesel fuel bonded users enter gallons of water, ethanol or biodiesel blended with petroleum diesel fuel outside the bulk transfer/terminal system. See Comptroller Rule 3.443. Complete the "Texas Schedule of Tax-Exempt Blending Materials - Diesel Fuel" (Form 06-151) to obtain the necessary information for this item.

Item 35 - If the report is filed or tax paid after the due date, enter the penalty. 1-30 days late - 5% of Item 34. More than 30 days late - 10% of Item 34. (Minimum penalty \$1.00) A \$50 late filing penalty will be assessed each time a report is filed after the original due date. *NOTE: Specific penalties regarding line 17.* A person who fails to report a tax-free subsequent sale of gasoline or diesel fuel in this state prior to export, and does not file an amended report that includes the sale not later than the 180th day after the due date of the original report of the sale, will enter a penalty of \$200 for each sale that is not reported. *NOTE: Specific penalties regarding line 22.* A person who fails to pay the tax when due on gasoline or diesel fuel purchased for export and redirected to a destination in this state will enter a penalty equal to the greater of \$2,000 or five times the amount of the tax due on the motor fuel.

Item 36 - If any tax due is unpaid 61 days after the due date, enter interest calculated at the rate published in Pub. 98-304, online at www.comptroller.texas.gov/ or available by phone at (877) 447-2834.

INSTRUCTIONS FOR COMPLETING TEXAS FUELS TAX REPORT *(Continued)*

SPECIFIC INSTRUCTIONS *(Continued)*

Item 10 - Blenders, exporter/blenders, suppliers, permissive suppliers, distributors, distributor/aviation fuel dealers, importers or importer/dyed diesel fuel bonded users enter blended gallons of gasoline or diesel fuel sold. Complete the "Texas Schedule of Blended Gallons Sold" (Form 06-152) to obtain the necessary information for this item.

Item 11 - Suppliers or permissive suppliers enter gallons of gasoline or undyed diesel fuel sold to unlicensed purchasers in the bulk transfer/terminal system (prior to 9-1-09). Complete the "Texas Schedule of Taxable Sales to Unlicensed Entities in the Bulk Transfer/Terminal System - Tax Collected by Supplier/Permissive Supplier" (Form 06-153) to obtain the necessary information for this item.

Item 12 - Suppliers or permissive suppliers enter gallons of gasoline or undyed diesel fuel sold by a supplier at a Texas terminal to a licensed distributor or another supplier, and gallons of gasoline or undyed diesel fuel removed by a supplier from their inventory in a terminal for delivery to their company owned bulk plants and retail stores. Supplier or permissive supplier enter gallons of gasoline or undyed diesel fuel removed from an out-of-state terminal destined for delivery into Texas. Complete the "Texas Schedule of Gallons Removed from IRS Registered Terminal Including Deliveries to Company Owned Stores - Tax Collected by Supplier/Permissive Supplier" (Form 06-154) to obtain the necessary information for this item.

Item 13 - Suppliers, permissive suppliers, distributors or distributor/aviation fuel dealers enter gallons of dyed diesel fuel sold to a distributor, aviation fuel dealer, supplier, permissive supplier or dyed diesel fuel bonded user. Permissive suppliers also enter gallons of dyed diesel fuel sold to a supplier (permissive supplier acting as supplier) or distributor at an out-of-state terminal for delivery into Texas. Complete the "Texas Schedule of Gallons of Dyed Diesel Fuel Sold Tax-Free to License Holders or Removed from IRS Registered Terminal" (Form 06-155) for gasoline or diesel fuel to obtain the necessary information for this item.

Item 14 - Suppliers or permissive suppliers enter gallons of aviation gasoline, gasoline, jet fuel or diesel fuel sold to an aviation fuel dealer or distributor/aviation fuel dealer or gallons of gasoline, diesel fuel or aviation fuel removed from terminal by a supplier or permissive supplier for delivery to a company operated airport servicing facility. Distributors and distributor/aviation fuel dealers enter tax-paid gallons delivered to a company operated airport servicing facility and tax-paid gallons sold to licensed aviation fuel dealers on which a credit is claimed on line 27. Complete the "Texas Schedule of Gallons Sold Tax-Free to Aviation Fuel Dealers" (Form 06-156) for gasoline or diesel fuel to obtain the necessary information for this item.

Item 15 - Exporters, exporter/blenders, suppliers, permissive suppliers, distributors, distributor/aviation fuel dealers, importers or importer/dyed diesel fuel bonded users enter gallons of gasoline or diesel fuel exported from Texas outside the bulk transfer/terminal system. Complete the "Texas Schedule of Gallons Exported" (Form 06-157) for gasoline or diesel fuel to obtain the necessary information for this item.

Item 16 - Suppliers, permissive suppliers, distributors or distributors/aviation fuel dealers enter gallons sold tax free to suppliers, permissive suppliers, distributors, distributor/aviation fuel dealers, importers, importer/dyed diesel fuel bonded users, exporters and exporter/blenders for export. Complete the "Texas Schedule of Gallons Sold Tax-Free for Export" (Form 06-158) for gasoline or diesel fuel to obtain the necessary information for this item.

Item 17 - Suppliers, permissive suppliers, distributors or distributors/aviation fuel dealers enter gallons sold tax free to suppliers, permissive suppliers, distributors, distributor/aviation fuel dealers, importers, importer/dyed diesel fuel bonded users, exporters and exporter/blenders for export. Complete the "Texas Schedule of Gallons Subsequently Sold Tax-Free Prior to Export" (Form 06-190) for gasoline or diesel fuel to obtain the necessary information for this item.

Item 18 - Any license holder enter gallons of gasoline or diesel fuel sold tax free to the US Government, Texas public school district, companies providing transportation services to a Texas public school district, Texas Volunteer Fire Department, Texas nonprofit telephone or electric cooperative or Texas County. Complete the "Texas Schedule of Gallons Sold Tax-Free to Exempt Entities" (Form 06-159) for gasoline or diesel fuel to obtain the necessary information for this item.

Item 19 - Suppliers, permissive suppliers, distributors or distributor/aviation fuel dealers enter gallons of dyed diesel fuel sold tax-free on a signed statement. Complete the "Schedule of Tax-Free Sales of Dyed Diesel Fuel Sold on a Signed Statement" (Form 06-160) to obtain the necessary information for this item.

Item 20 - Exempt sales include dyed kerosene delivered into the storage facility of a retail business for exclusive use in cooking, heating, lighting or similar nonhighway use and dyed diesel fuel delivered directly into the fuel supply tank of off-highway equipment.

Item 21 - Enter number of gallons used in a taxable manner and gallons subject to backup tax (see section 162.103 for gasoline and 162.203 for diesel fuel).

Item 22 - Suppliers, permissive suppliers, distributors, distributor/aviation fuel dealers, exporters, exporter/blenders, importers or importer/dyed diesel fuel bonded users enter gallons originally destined for Texas and reported as an import on return Item #5 or #6, but diverted to a state other than Texas, should be reported in brackets [] as a minus. Gallons removed from a Texas terminal originally destined outside of Texas and reported as an export on return Item #15, but diverted for delivery in Texas should be reported as a plus. Complete the "Texas Schedule of State Diversions of Undyed Diesel Fuel/Gasoline" (Form 06-161) for gasoline or diesel fuel to obtain the necessary information for this item.

Item 25 - Suppliers report gallons of gasoline or diesel fuel received in an IRS Registered Terminal on which the Texas tax had previously been paid. This includes transfers from a bulk plant to a terminal or purchases from unlicensed suppliers in the bulk transfer/terminal system on which tax was previously paid.

Item 26 - Refer to Rule 3.442. Enter the number of gallons of gasoline or diesel fuel on which tax was actually paid to the state on sales which have been charged off LESS any payments or credits applied to that sale. Bad debt deductions can only be taken on sales made on or after August 1, 1984. NOTE: If Item 26 plus Item 29 results in a credit, sign the return and the credit will be refunded directly to you. Refer to Rule 3.432 for an explanation of the time by which to apply for a refund.

Item 27 - Enter the gallons sold tax free on which the tax had previously been paid.

Item 28 - Enter tax-paid gallons lost by fire, theft or accident on which a credit or refund is requested. Attach a letter explaining how the loss occurred.

Item 29 - Enter the gallons used in a non-taxable manner, for example, off-highway equipment, on which the tax had previously been paid.

Item 31 - An allowance for handling may be deducted for the number of gallons on which the tax is timely paid.