

Disbursement Schedule

Company name		Employer identification number (EIN)		Account number	
Reporting period		Schedule type		Jurisdiction	
		Product code			

CARRIER		M o d e	Point of origin	Point of destination	BUYER						
Name	EIN		City, State, or Terminal Code	City, State, or Terminal Code	Name	EIN	Date shipped	Document number	Net gallons	Gross gallons	Billed gallons
								TOTAL			

Disbursement Schedule Instructions

Use this form to show fuel disbursed as listed on your Washington Supplier, Distributor, and Blender tax returns.

- Fill out separate Disbursement Schedule for *each*: Schedule type, State or Province (jurisdiction), Product code
- Fuel is considered received when ownership changes. This does not require physical movement.

Company Name and EIN: The legal name associated with the Federal Employers Identification Number (EIN) listed on the Fuel License application.

Account Number: The 9-digit alpha-numeric number listed on your license.

Reporting Period: Time period relating to the tax return, month and year.

Schedule Type: (enter one type)

6A Gallons sold tax-exempt to a licensed distributor for export	8 Gallons delivered tax-exempt to U.S. government	10G Gallons of other authorized tax-exempt sales
6D Gallons sold tax-exempt to licensed suppliers	10C Gallons sold tax-exempt to urban passenger transportation systems	12A Gallons of tax-paid product sold or used below the terminal rack
6F Gallons sold tax-exempt to IFTA authorized carriers	10D Credit card sales to tax-exempt foreign diplomatic and consular missions	12C Gallons of ending physical inventory of product below the terminal rack
6Z Gallons sold for racing	10F Gallons delivered to tax-exempt storage at a Washington terminal	13X Gallons of biodiesel rebranded to dyed
7 Gallons exported		

Product Code: A code identifying the fuel type (only one per schedule) see Compliance Guide on our website at: dol.wa.gov.

Mode: Mode of transport using one of the following:
J = Truck **R** = Rail **S** = Ship **B** = Barge **ST** = Stock Transfer **PL** = Pipeline **CE** = Summary

Point of Origin: Location where the fuel was *removed* including terminal code.

Point of Destination: Location where the fuel was *delivered*. If delivered to a terminal, use the terminal code.

Terminal: A fuel storage and distribution facility supplied by pipeline or vessel where liquid products may be removed.

Terminal Code: An identifying number issued by the Internal Revenue Service. A list of codes can be found at: irs.gov/pub/irs-utl/tcn_db.pdf.

Document Number: A document listing receipt of goods for shipment, such as Bill of Lading (BOL) or weigh bill.

Gallon Columns: Billed gallons are required. See Compliance Guide for further instructions.

Submit your return, supporting documents, and payment

Online: Taxpayer Access Point (TAP) at: https://wadolprft.gentax.com/TAP/_/	
Mail with payment enclosed (payable to Department of Licensing) to: Department of Licensing Prorate and Fuel Tax PO Box 9048 Olympia, WA 98507-9048	Mail without payment to: Department of Licensing Fuel Tax Unit PO Box 9228 Olympia, WA 98507-9228

Washington Fuel Tax Compliance Manual

For a copy of our compliance manual, visit dol.wa.gov/vehicleregistration/docs/fuel-tax-compliance-guide.pdf.

Questions

Contact us at 360.664.1852. For more information, visit our website at dol.wa.gov.