

Receipts Schedule

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

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

Receipts Schedule Instructions

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

- Fill out separate Receipts 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)

1 Gallons received tax-paid	2B Gallons received tax-exempt blend stock
2 Gallons received tax-exempt	2E Gallons received tax-exempt for export
2A Gallons received from Washington terminal or refinery tax-exempt	3 Imported gallons received direct to customer
	4 Gallons imported to tax-exempt storage rack by truck/rail

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

Point of Origin: Location where the fuel was *removed* including terminal code (if applicable).

Point of Destination: Location where the fuel was *delivered* including terminal code (if applicable).

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.