

Aircraft Receipts Schedule Instructions

Use this form to show fuel receipts listed on your Washington Aircraft tax returns.

- Fill out separate Aircraft 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 **2A** – Gallons received tax-exempt from Washington distributors
3 – Gallons imported below terminal **4** – Gallons imported to terminal 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:

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| 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.