

## Pay Dyed Diesel or Misc. Assessments

Welcome to the Washington State Department of Licensing Prorate and Fuel Tax Services Taxpayer Access Point (TAP). The account information contained in this document is completely fictitious and is intended for instructional purposes only.

Please disable the pop-up blocker settings on your computer to allow pop-ups from the TAP website. Depending on which browser has been set as the default, screen images may appear slightly different than those included in these instructions.

*These instructions are for customers who have received an assessment for underpayment of Washington fuel tax or for the use of dyed diesel (DD) or dyed biodiesel in registered vehicles used on Washington highways.*

### **Documents or information needed**

- ✓ Account ID as it appears in the upper right on the “Notice of Assessment.”
- ✓ Your bank account and routing numbers.

## Instructions for Paying Assessments

**Taxpayer Access Point** Prorate and Fuel Tax Services  
WASHINGTON STATE DEPARTMENT OF LICENSING

**IFTA / Prorate (IRP) / Fuel Tax / Unlicensed Refund Application**

If you already have an active IFTA, Fuel Tax, or Dyed Diesel License, Prorate (IRP) registration, or Unlicensed Refund with the Washington State Department of Licensing and you do not have a username to access your account, click the "Create a new username" button.

**Create a new username**

If you do not have an active IFTA, Fuel Tax, or Dyed Diesel License, Prorate (IRP) registration, or Unlicensed Refund account with the Washington State Department of Licensing, click the "Apply for a new account" button.

**Apply for a new account**

If you are trying to pay a Dyed Diesel Violation or an Unlicensed Fuel Tax Violation click the "Pay an assessment" button.

**Pay an assessment**

[Check the status of your application](#)

**Already registered?**

Username  Required

Password  Required

Authentication Code

**Login**

[I forgot my username](#)  
[I forgot my password](#)  
[Find more information on TAP](#)  
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Click the **Pay** an assessment button.

The next screen, not shown here is the instruction screen. Read before clicking **Next**.

**Taxpayer Access Point** Prorate and Fuel Tax Services  
WASHINGTON STATE DEPARTMENT OF LICENSING

1. Instructions > 2. Account Verification > 3. Payment Details

**Account Verification**

Select an account type to pay  Required

**Cancel** **Back** **Next**

Dyed Diesel Violator  
Misc. Assessment

**Menu**

Home  
Back  
View Support ID

**WLT** Toggle Log

Data: 11/11/2019  
RunDate: 18-Jun-2019  
Last Request: 742ms (739ms)

**Navigation**

Logon  
» Make a Payment

**TAP Help**

[Us](#) | [Survey](#) | [More About TAP](#) | Copyright © 2015

Select the type of assessment that is applicable, **Dyed Diesel Violator** or **Misc Assessment**.

Enter the **Account ID** as it appears in the upper right on the "Notice of Assessment then click **Next**.

An electronic check will appear, for completion.

**Payment Type, Date** will autofill.

- **Payment Amount**, enter the amount.
- **Bank Account Type**, from the drop down menu select, *Checking or Savings*.

- **Routing Number**, enter your 9 digit routing number for your banking institution.
- **Account Number**, enter your bank account number.
- **Account Number Confirm**, re-enter your bank account number to confirm.

Click **Submit**.

Are you sure you want to submit this request?

Your email address is required to submit this request.

Email

Confirm Email  Required

**Enter** and **confirm** your email address, then click **OK**.

<p><b>T</b>axpayer <b>A</b>ccess <b>P</b>oint</p>	<p>Prorate and Fuel Tax Services</p> <p>WASHINGTON STATE DEPARTMENT OF <b>LICENSING</b></p>
<b>Menu</b>	<p>Please review the payment request information below for your payment to the Washington State Department of Licensing. You may want to print a copy for your records.</p> <p>Your payment request confirmation code is <b>87kh8f</b></p> <p>Paid For: Dyed Diesel Violator DV . . .</p> <p>Paid From: *****</p> <p>Payment Amount: -1,000.00</p> <p>Payment Date: 18-Jun-2019</p> <p>Submitted Date: 18-Jun-2019</p>
<b>WLS</b>	<p>RunDate: 18-Jun-2019</p> <p>This is only the payment request. It is your responsibility to review your bank statement to confirm that this transaction was successful.</p> <p><b>OOPS?</b> If you want to make a change, it is not too late. While your payment is still pending, you can click the 'Check the status of my application' link on the login screen to withdraw the payment. Use your confirmation code and your email address to retrieve your payment.</p>
<b>Navigation</b>	<p>Contact Us: Department of Licensing PO Box 9228 Olympia, WA 98507-9228 360-664-1835 or 360-664-1834</p> <p>A copy of this confirmation message has been sent to your email address. To ensure your emails from Washington State Department of Licensing are received, please set your email filter to allow messages from <a href="http://dol.wa.gov">dol.wa.gov</a>.</p> <p style="text-align: center;"> <input type="button" value="OK"/> <input type="button" value="Print"/> </p> <p style="text-align: center;"><a href="#">Tell us how we're doing</a></p>
» Request	
<p><a href="http://dol.wa.gov">dol.wa.gov</a>   <a href="#">Contact Us</a>   <a href="#">About Us</a>   <a href="#">Survey</a>   <a href="#">More About TAP</a>   Copyright © 2015</p>	

This is your confirmation screen. A payment confirmation email will be sent to the email entered and confirmed above.

**Important:** *Payments may take two business days to post to your account.*

This concludes our instructions. Thank you.

If you need further assistance, refer to the contact information on the assessment letter.

**Click the link for Additional [TAP instructions](#).**