

# MoDOT Carrier Express – IFTA Quarterly Tax Return

Filing IFTA quarterly tax return online is easy with the MoDOT Carrier Express System.

[www.modot.org/mce](http://www.modot.org/mce)

IFTA carriers must file fuel tax returns each quarter showing all miles traveled and all fuel types and quantity consumed during each quarter in all IFTA and non-IFTA jurisdictions. (Alaska, the District of Columbia, Mexico and Canada’s Northwest and Yukon Territories do not participate in IFTA.)

Tax returns must be filed and tax paid by the return quarter due dates. After the return quarter due dates, all returns will be assessed a penalty and interest on unpaid taxes.

Quarter	Reporting Period	Due Date
1st	January – March	April 30
2nd	April – June	July 31
3rd	July – September	October 31
4th	October - December	January 31

If you do not travel during a quarter, you must file a “No Operation” return.

## Log into MoDOT Carrier Express System

Need or forgot your ID or password? – Send an e-mail to – [contactmcs@modot.mo.gov](mailto:contactmcs@modot.mo.gov)

MoDOT CARRIER EXPRESS

Our mission is to provide a world-class transportation experience that delights our customers and promotes a prosperous Missouri.

Sign in to begin using MoDOT Carrier Express.

Customer ID:

Password:

System Status messages will go here. If there are none, this area will be blank.

Enter your customer ID and password. Click Sign In.

Welcome to MoDOT Carrier Express

- Don't have a Customer ID and password? Send an e-mail to [contactMCS@modot.mo.gov](mailto:contactMCS@modot.mo.gov). Include your company name, phone number and your name to start the application process.
- Are we compatible? [Click here](#) to see the minimum requirements you must have for our computers to work together.
- Ready to start? Find instructions on using the MoDOT Carrier Express IRP and OD/OW functions [here](#).
- The Single State Registration Program expired Jan. 1, 2007. No renewal is required but a new program is on the way. Read more here ([www.modot.org/mcs/WhatsNew.htm](http://www.modot.org/mcs/WhatsNew.htm))
- MCS accepts MasterCard, American Express and Discover credit and debit cards. The credit card companies charge a 2.5% convenience fee. We DO NOT accept Visa credit or debit cards.
- Get a free subscription to e-Updates! Choose from several motor carrier topics – including OD/OW and registration programs, major highway incidents and safety news. To get started, visit [www.modot.org/eupdate](http://www.modot.org/eupdate).

MoDOT Motor Carrier Services  
1-866-831-6277  
e-mail: [contactMCS@modot.mo.gov](mailto:contactMCS@modot.mo.gov)

By using the username and password to log in and access the electronic services on this website, I affirm and represent that I am the owner and sole proprietor of, or I am authorized and acting as an agent on behalf of, the for-hire motor carrier, or private carrier by motor vehicle (as those terms are defined in section 390.020, RSMo 2000), whose account has been assigned this username and password by MoDOT Motor Carrier Services or I am an employee of the state of Missouri.

## The welcome carrier page appears.

State of Missouri  
**Motor Carrier Services**

CONTACT | JOBS | NEWS | SITEMAP

My Portal Edit my profile ? Log out

HOME APPLICATIONS PAYMENT CUSTOMER SEARCH REPORTS My Favorites GO

### WELCOME CARRIERS!

Welcome **HULL TRUCKING INC!**  
This portal is your gateway to Missouri state requirements, forms and information for businesses and individuals interested in commercial operations of trucks, tractor-trailers, buses, limousines, or other commercial motor vehicles, on public highways in Missouri. **No Customer ID in database for this Internet User**



**International Registration Plan (IRP)**  
The International Registration Plan (IRP) allows the motor carrier to purchase a single license plate in Missouri, which is honored by all jurisdictions in which the carrier operates. The license plate fees are distributed to the other jurisdictions on a prorated basis depending on the number of miles traveled in each jurisdiction.



**International Fuel Tax Agreement (IFTA)**  
The International Fuel Tax Agreement (IFTA) allows the motor carrier to obtain a single fuel license and decals in Missouri, which is honored by all member jurisdictions. Motor carriers then pay quarterly fuel use taxes according to the gallons of fuel purchased to miles traveled within each jurisdiction.



**Motor Carrier Safety**  
The safety section is responsible for enforcing the Missouri State Statutes, Division Rules, and Federal Motor Carrier Safety Regulations. All enforcement and training activities are accomplished with eight region offices throughout Missouri.



**Single State Registration Systems (SSRS)**  
The Single State Registration System (SSRS) allows the motor carrier to register for authority in each jurisdiction they need to operate in. The system tracks insurance coverage and provides information to roadside enforcement officers.



1. Click on **APPLICATIONS**.

## The Program Information page appears.

State of Missouri  
**Motor Carrier Services**

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My Portal Edit my profile ? Log out

HOME APPLICATIONS PAYMENT CUSTOMER SEARCH REPORTS My Favorites GO

Information IRP IFTA IRP PERMITS OD/OW HW/WT

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**Overdimension/ Overweight (OD/OW)**  
The Overdimension, Overweight (OD/OW) program provides information about legal load limits for Missouri highways and allows motor carriers to purchase permits for transportation of loads exceeding certain weight and size requirements.



**Hazardous Waste/Waste Tire**  
Transporters of Hazardous Waste (includes waste oil, combustible liquids, corrosives, poisons/ toxins, flammable liquids, flammable solids, PCB's and infectious waste) are required to have a Hazardous Waste Transporter License Certificate. Transporters of Waste Tires (tires that are no longer suitable for its original intended purpose because of wear, damage, or defect with some exceptions) are required to have a Waste Tire Hauler Permit. The license/permit issued is valid for one year. This registration program allows the state to insure that the environment is protected and that the waste is being properly disposed.



**Motor Carrier Safety**  
The safety section is responsible for enforcing the Missouri State Statutes, Division Rules, and Federal Motor Carrier Safety Regulations. All enforcement and training activities are accomplished with eight region offices throughout Missouri.



**Interstate Exempt/Intrastate Regulatory Authority**  
For-hire motor carriers transporting property or passengers in interstate commerce (between states) exempt from federal authority and intrastate commerce (wholly within) are required to apply for authority to operate in or through Missouri. The registration process insures motor carrier safety and continuous filing of insurance.



2. Click on **IFTA**.

The IFTA Main Menu screen appears.

**NOTE:** If your session is interrupted, you can continue the return at the point you left off by selecting **SUPPLEMENT CONTINUANCE.** (See page 13.)

3. Click on **QUARTERLY TAX RETURN.**
4. **TPID** (Taxpayer Identification) will appear.
  - Type the **FLEET NUMBER** in the box that follows the TPID number.
5. Click **SUBMIT.**

The IFTA Return screen appears.

6. Complete the fields on the screen.

<b>REPORTING PERIOD*</b>	Click the drop down arrow and select the correct quarter.
<b>YEAR*</b>	Enter the IFTA license year.
<b>AMENDMENT</b>	Check only if amending a previously filed tax return. (Before checking this box, refer to amendment procedures on page 11.)
<b>FUEL TYPES*</b>	Choose <u>one</u> fuel type. If operating multiple fuel types, file a separate tax return for each type.
<b>NO OPERATION</b>	Check if you did not operate during the quarter.
<b>Dates</b>	Current date will appear.

7. Click **SUBMIT**. Review the entries and make necessary corrections.
8. Click **SUBMIT** a second time. The IFTA Quarterly Tax Return screen will appear. If the NO OPERATION box is checked, the billing screen (Step 12) will appear.

**IFTA Quarterly Tax Return**

TPID: 898989898  
Supp Nbr: 002

MODOT MOTOR CARRIER SERVICES

Fleet Nbr: 1 Reg Year: 2008

Total Miles Traveled:  0 Total Fuel Consumed:  0 Avg Miles Per Gallon: 0.00 Late Penalties: 0.00  
 Reporting Period: 1ST QUARTER Reporting Year: 2008 Fuel Type: D - DIESEL Outstanding Tax: 0.00  
 Override Edits:  Outstanding Interest: 0.00  
 Total Amount Due: 0.00

Jur	Effective Date	Miles	Taxable Miles	Gallons Consumed	Gallons Purchased	Net Taxable Gallons	Tax Rate	Tax Due	Interest Due	Total
AK	01/01/2008	<input type="text"/>	<input type="text"/>		<input type="text"/>	0.00	0.00000	0.00	0.00	0.00
AL	01/01/2008	<input type="text"/>	<input type="text"/>		<input type="text"/>	0.00	0.19000	0.00	0.00	0.00
AR	01/01/2008	<input type="text"/>	<input type="text"/>		<input type="text"/>	0.00	0.22500	0.00	0.00	0.00
AZ	01/01/2008	<input type="text"/>	<input type="text"/>		<input type="text"/>	0.00	0.26000	0.00	0.00	0.00
CA	01/01/2008	<input type="text"/>	<input type="text"/>		<input type="text"/>	0.00	0.36600	0.00	0.00	0.00
CO	01/01/2008	<input type="text"/>	<input type="text"/>		<input type="text"/>	0.00	0.20500	0.00	0.00	0.00
CT	01/01/2008	<input type="text"/>	<input type="text"/>		<input type="text"/>	0.00	0.37000	0.00	0.00	0.00
DC	01/01/2008	<input type="text"/>	<input type="text"/>		<input type="text"/>	0.00	0.00000	0.00	0.00	0.00
DE	01/01/2008	<input type="text"/>	<input type="text"/>		<input type="text"/>	0.00	0.22000	0.00	0.00	0.00
FL	01/01/2008	<input type="text"/>	<input type="text"/>		<input type="text"/>	0.00	0.31070	0.00	0.00	0.00
GA									0.00	0.00

**NOTE:** AK = Alaska, AR = Arkansas. See tax rate chart for postal abbreviations.

9. Complete the fields on this screen:

<b>TOTAL MILES TRAVELED</b>	Enter the total miles traveled in <u>all</u> jurisdictions during the quarter. <b>(Same as Line A on paper return)</b>
<b>TOTAL FUEL CONSUMED</b>	Enter the total fuel consumed in <u>all</u> jurisdictions during the quarter. <b>(Same as Line B on paper return)</b>
<b>MILES</b>	Enter the total miles traveled in <u>each</u> jurisdiction for this fuel type. <b>(Same as Column 2 on paper return)</b>
<b>TOTAL TAXABLE MILES</b>	Enter the total taxable miles in <u>each</u> jurisdiction. These taxable miles will be the same as entered under MILES. Exception - fuel trip permit miles <b>are</b> not included in taxable miles. Toll miles and off-highway miles are taxable miles in most jurisdictions. Contact each jurisdiction for information on these exceptions. <b>(Same as Column 3 on paper return)</b>
<b>GALLONS PURCHASED</b>	Enter the gallons <b>purchased</b> in <u>each</u> jurisdiction for the selected fuel type. You must have fuel receipts to validate fuel purchased. <b>(Same as Column 5 on paper return)</b>

10. Click **SUBMIT**.

- If an error message appears, click on HELP for further instruction.
- If there is no message or the error is resolved, the tax return computes. (Notice amounts in the Tax Due column.) Recheck entries before submitting again.

11. Click **SUBMIT** again to confirm and proceed to the IFTA Billing screen

If the screen appears to be blank, click and slide the scroll bar.

IFTA Billing TPID: 898989898 MODOT MOTOR CARRIER SERVICES Fleet Nbr: 1 Reg Year: 2008  
 Supp Nbr: 002

Reporting Period: 1st Quarter/2008 Fuel: D - Diesel  
 Tax Fee: 158.00 Supplement Status: O - OPEN

MO Interest Fee: 0.00   
 Penalty Fee: 0.00  Waiver Reason:   
 Outstanding Fee: 0.00

Total Due: 158.00 Effective Date: 03/04/2009  
 Net Amount Due: 158.00 Received Date: 03/03/2009  
 Payment Due Date: 04/31/2008  
 Billing Date: 03/03/2009  
 Filed Date: 04/30/2008

Delivery Options: V - Preview

CONTINUE Submit Quit Refresh Inquiry Help

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12. To review the miles and gallons entered, click on the down arrow in the **CONTINUE** box, select **Quarterly Tax** and submit.

QUARTERLY TAX Submit Quit Refresh Inquiry Help

Repeat Steps 10 and 11 to return to the IFTA billing screen.

To start over, select **CANCEL TRANSACTION** and Submit. This will delete all entries. Return to Step 3 to restart.

CANCEL TRANSACTION Submit Quit Refresh Inquiry Help

13. Choose a **DELIVERY OPTION**.

<b>FAX</b>	Select and enter your FAX number to receive a paper return and invoice.
<b>EMAIL</b>	Select and enter an e-mail address to receive the return and invoice in PDF form.
<b>PREVIEW</b>	Select to send the return and invoice to your REPORT LIST. (See Step 24.)

14. Click **SUBMIT**.

15. Click **SUBMIT** a second time to confirm. The following message appears.

**SUPPLEMENT COMPLETED - SELECT PAYMENT TAB FOR PAYMENT**  
 CONTINUE Submit Refresh Inquiry Help

HOME APPLICATIONS **PAYMENT** CUSTOMER SEARCH REPORTS MY SETTINGS DATA ADMIN PORTLETS  
 Payment System Invoice Management Escrow Funding Bond / Pre-Payment Account Summary Bulk Invoice Payment

16. Click on the **Payment** tab.  
 17. Click on **Payment System**.

Customer ID: 23028  
 Customer Name: MODOT MOTOR CARRIER SERVICES  
 USDOT: 1343194  
 To switch to a different customer in order to perform payment processing, go to [Customer Admin page](#) to select one.

Invoice ID: 480283

**Invoice List**

To retrieve invoices based on a status, choose a

**IFTA**

Activity	Fee Amount	Cancel Payment
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Account No: 000023028201  
 Supplement No: 004 \$158.00  
 Fleet No: 01  
 Fleet Year: 2008  
 Line Item No: IFTA000023028012008D300  
 Current Delivery Option: Preview

**Total Amount Due: \$158.00**

**Receipt Delivery Options:**

Print

**Payment Methods:**

We accept MasterCard, American Express, Discover, and Visa.

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11 Items found, displaying 1 to 10. [First/Prev] 1, 2 [Next/Last]

Description	ID	Status	Balance	Date/Time
IFTA/01/2008/3/D/003/#0	<a href="#">480283</a>	INVOICED	\$158.00	2009/03/05 10:36:00
IFTA/01/2008/2/D/003/#0	<a href="#">480282</a>	INVOICED	\$6.48	2009/03/05 10:31:28
IFTA/01/2008/1/D/002/#0	<a href="#">480280</a>	PAID	\$0.00	2009/03/04 04:41:39
IFTA/01/2007/4/D/004/#0	<a href="#">473363</a>	PAID	\$0.00	2008/01/18 07:57:49
IFTA/01/2007/3/D/003/#0	<a href="#">423162</a>	PAID	\$-47.29	2007/10/26 03:25:40
IFTA/01/2007/2/D/002/#0	<a href="#">361644</a>	PAID	\$0.00	2007/07/24 09:31:33
IRPA000009690\01\06 \2008\0000	<a href="#">328344</a>	PAID	\$0.00	2007/06/06 02:30:40
IFTA/01/2007/1/D/001/#0	<a href="#">303395</a>	PAID	\$0.00	2007/04/18 08:41:59

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18. Find the IFTA return cart in the Invoice list. The description code numbers represent information you entered. See the word IFTA, followed by the fleet number/license year/quarter/fuel type/supp number/Original return.

- Click on the **BLUE ID** number. The return activity window opens on the right.

19. Select a **Receipt Delivery Option**.

20. Choose a **Payment Method**.

- If there is no balance or credit due on the return, do not choose a payment method. Just click on Apply Payment to close out the invoice.

MoDOT offers several payment options. Pay electronically through e-Check or by credit card. Send a check or money order by mail.

**Processing Fees**

The e-Check processing fee is 60 cents – regardless of the invoiced amount.

When using a credit card, a fee of approximately 2.50% of the invoiced amount is added to your bill by the card processing company.

Neither fee appears on the MoDOT invoice. Please make note of the fee when it appears on the payment screen.

## Making Payments/Resolving Credit Balances/Tax Credit

If your account has a credit balance or the tax return results in a credit, go to step 23. Do not make an electronic payment.

### e-CHECK Payment Instructions

**21. Make an e-Check Payment** from your checking or savings account.

1. Choose a **RECEIPT DELIVERY OPTION**.
2. Choose E-Check **PAYMENT METHOD**.
3. Choose the **Check type**.
4. Choose the **Account type**.
5. Type the **name** listed on the account.
6. Type in the **Bank Routing Number**.
7. Type the **Account number**
8. Re-enter the **Account number**
9. Type the **Payment amount**
  
10. Click **Apply Payment**.

The screenshot shows a web form titled "Receipt Delivery Options:" with a "Preview" dropdown menu. Below this is the "Payment Methods:" section, where "E-Check" is selected in a dropdown menu. A note states: "We accept MasterCard, American Express, Discover, and Visa." Under "Check Type:", "Company Check" is selected with a radio button, and "Personal Check" is unselected. Under "Account Type:", "Checking Acct" is selected with a radio button, and "Savings Acct" is unselected. There are input fields for "Name on Check:", "Bank Routing Number:", "Account Number:", "Re-Enter Account Number:", and "Payment Amount:" (with a dollar sign prefix). A warning message reads: "A convenience fee of \$0.60 will be added to the total amount of your payment if you choose to pay by E-Check. All convenience fees are paid to the company that processes the E-Check transactions." A link says: "Trouble finding Bank Routing Number and/or Account Number on your check? [Click Here for some help.](#)" At the bottom is an "Apply Payment" button.

### Credit/Debit Card Payment Instructions

**22. Make a Credit or Debit Card Payment.** MoDOT accepts MasterCard, American Express, Visa and Discover credit and debit cards.

1. Choose a **RECEIPT DELIVERY OPTION**.
2. Choose **CREDIT CARD/DEBIT CARD**
3. Choose the **CARD TYPE**.
4. Enter the **NAME ON THE CARD**.
5. Enter the card's **EXPIRATION DATE**.
6. Enter the **CARD NUMBER**
7. Enter the **3-digit number on back of the card in the CV2 box**.
8. Click on **GET FEE**. In a few seconds the convenience fee charged to your credit/debit account appears.
9. Click on **APPLY PAYMENT**.

The screenshot shows a web form titled "Receipt Delivery Options:" with a "Preview" dropdown menu. Below this is the "Payment Methods:" section, where "Credit Card / Debit Card" is selected in a dropdown menu. A note states: "We accept MasterCard, American Express, Discover, and Visa." Under "Card Type:", "Master" is selected with a radio button, "American Express" and "Discover" are unselected. There are input fields for "Name on Credit Card:", "Expiration Date:" (with "-- month --" and "-- year --" dropdown menus), "Credit Card Number:", and "CV2:". At the bottom are "Apply Payment" and "Get Fee" buttons.

When the credit card or e-Check payment is applied, the invoice status changes to PAID. A copy of the invoice is delivered by fax, e-mail or preview, according to your delivery choice.

### **Payment by Mail**

23. To **mail payment**, print and staple a check to the Account Summary Invoice.

Mail to:

**MODOT Motor Carrier Services  
PO Box 893  
Jefferson City, MO 65102-0893**

If you chose PREVIEW, see Step 24 to retrieve this invoice.

**Mailed payments must be postmarked by the filing date to avoid penalty and interest.**

### **Tax Credit**

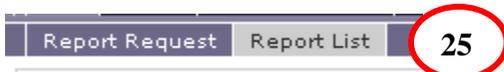
24. If the **return resulted in a credit**, the Blue ID status will change to **CREDIT POSTED** with a credit amount displayed. Go to the Receipt Delivery Option that you chose to print the IFTA Credit Letter.

**This credit can be applied to future returns but you must call Motor Carrier Services to apply it to your account.** Call toll free 1-866-831-6277, select option 4 to reach a financial technician. **DO NOT** pay by credit card or e-Check until the credit is applied to your account.

24. If you selected Preview as your Delivery Option, click on the **REPORTS** tab.



25. Now click on Report List.



26. Click on the following **VIEWS** to display the pages as PDF files. You can print the open PDFs to your local printer or retain them in your Report List for future reference

#### **The INVOICE OR STATEMENT**

<a href="#">delete</a> <a href="#">view</a>	CUSTOMER SUMMARY INVOICE	2/19/2009 0:0:0	2009-02-19 15:13:21.0
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#### **The IFTA credit letter**

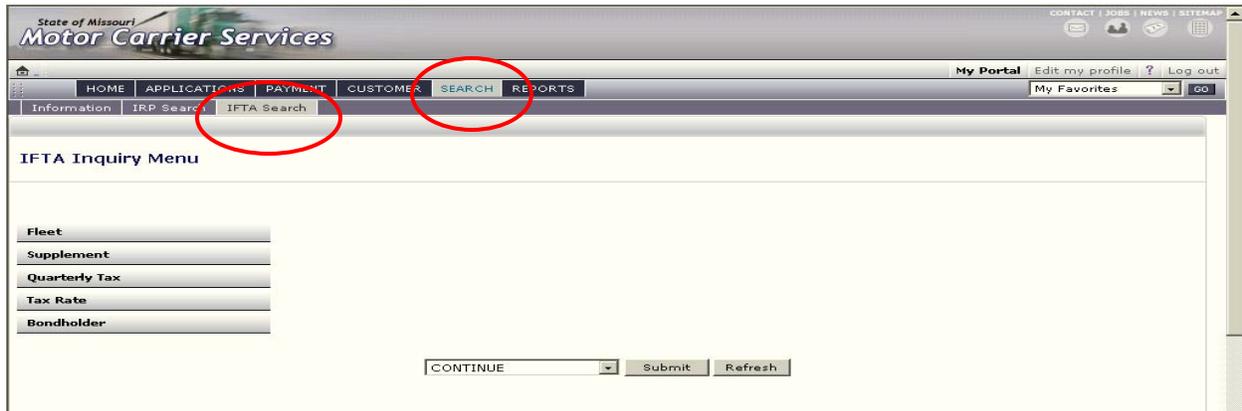
<a href="#">delete</a> <a href="#">view</a>	IFTA CREDIT LETTER	9/8/2008 0:0:0	2008-09-0
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#### **The IFTA return recap**

<a href="#">delete</a> <a href="#">view</a>	12350780925467.pdf	2/19/2009 0:0:0	2009-02-19 15:14:53.0
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## Inquiry Process

This function allows you to search for information about your IFTA account. See example below of viewing a return supplement.



1. Click on **SEARCH**.
2. Click on **IFTA SEARCH**.
3. Choose the option you want to inquire and complete the necessary fields.
4. Click **SUBMIT**.

From this point, you can filter back and forth through the screens reviewing your account activity as you wish. The search function is only a tool for viewing.

### **EXAMPLE**

The screenshot shows the IFTA Inquiry Menu with a callout box containing the following steps:

1. Click on **Supplement**
2. Type in **Fleet number** and **Reg Year**.
3. Click on **Submit**

Other callouts include: "First screen to display." pointing to the menu, and "IFTA Inquiry Menu" pointing to the menu title.

The screenshot shows the IFTA Supplement Selection screen. The header displays: TPID: 898989898, MODOT MOTOR CARRIER SERVICES, Fleet Nbr: 1, Reg Year: 2008. The table below lists supplements:

Sel	Supp Nbr	Supp Status	# Decals	Begin Decal	Return Info	Filed Date	No Operation
	Supp Type	Supp Effective Date		End Decal	Return Type	Paid In Full	
<input checked="" type="checkbox"/>	000	CLOSED	1	071505			
	RENEW FLEET	01/01/2008		071505			
<input type="checkbox"/>	001	CLOSED	0				
	CHANGE TAXP	03/04/2009					
<input type="checkbox"/>	002	CLOSED	0		YR:2008 Q:1 Amend Ind:00 F:D		
					ORIGINAL		

Callouts include: "Second screen" pointing to the header, "Click on the blue supp number." pointing to the blue selection box in the first row, and "When the return is paid in full, the supplement status is CLOSED." pointing to the CLOSED status in the first row.

Third screen

Return	Total Miles	Avg MPG	Remittance Date	Penalties	State Totals	Bill Date	Create User ID	Cart ID	Wavier Reason
ORIGINAL	10000	10.00		0.00	158.00	03/04/2009	BRANDC1	480280	
4/30/2008	1000	N	3/3/2009	0.00	158.00	03/04/2009	brandc1	03/04/09 16:41:40	

Jur	Amend File Date	Total Miles	Taxable Miles	Taxable Gallons Consumed	Taxable Gallons Purchased	Net Taxable Gallons	Tax Due	Interest Due	Total Amount
MO	4/30/2008	5000	5000	500	100	400.00	68.00	0.00	68.00
MS	4/30/2008	5000	5000	500	0	500.00	90.00	0.00	90.00
Total		10000	10000	1000	100	900.00	158.00	0.00	158.00

RETURN Submit Return to Inquiry Menu Help

At this point, return to the previous screen by clicking on **Submit** or on **Return to Inquiry Menu** to access the IFTA Inquiry Menu.

### Amend A Return

This process is used after the original return is INVOICED or PAID. Please, do not process an amendment on the same day an original return is entered. If you must file an amendment to meet a return deadline, call 1-866-831-6277 and press 4 for a financial technician's assistance.

**Note:** Amendments filed after the return deadline that result in additional tax liabilities are assessed a penalty with interest.

If the return **has not been INVOICED**, use Supplement Continuance to make changes to the original return. Refer to the Supplement Continuance instructions located on page 13.

1. Click on **Applications – IFTA – Quarterly Tax Return** (same as the original return). On the first screen, click on the **Amendment** box along with selecting information relating to your amendment tax return.

IFTA Return	TPID: 898989898	MODOT MOTOR CARRIER SERVICES	Fleet Nbr: 1	Reg Year: 2008
REPORTING PERIOD: 2ND QUARTER	YEAR: 2008	AMENDMENT: <input checked="" type="checkbox"/>	IN HOUSE: <input type="checkbox"/>	
<b>Fuel Types</b>				
DIESEL: <input checked="" type="checkbox"/>	GASOLINE: <input type="checkbox"/>	GASAHOL: <input type="checkbox"/>	LPG: <input type="checkbox"/>	CNG: <input type="checkbox"/>
M-85: <input type="checkbox"/>	E-85: <input type="checkbox"/>	METHANOL: <input type="checkbox"/>	LNG: <input type="checkbox"/>	A-55: <input type="checkbox"/>
NO OPERATION: <input type="checkbox"/>				
FILED DATE: 7 / 20 / 2008				
RECEIVED DATE: 3 / 5 / 2009				
CONTINUE Submit Quit Refresh Inquiry Help				

- On the IFTA Quarterly Tax Return screen, type in miles, taxable miles and gallons purchased for **all jurisdictions**. The following amendment is keyed to fix an AK-Alaska and AR- Arkansas issue. Miles and gallons were entered for Alaska instead of Arkansas.

IFTA Quarterly Tax Return TPID: 898989898 MODOT MOTOR CARRIER SERVICES Fleet Nbr: 1 Reg Year: 2008  
 Supp Nbr: 005

Total Miles Traveled: 22500 0 Total Fuel Consumed: 2590 0 Avg Miles Per Gallon: 0.00 Late Penalties: 0.00  
 Reporting Period: 2ND QUARTER Reporting Year: 2008 Fuel Type: D - DIESEL Outstanding Tax: 0.00  
 Override Edits:  Total Amount Due: 0.00

Jur	Effective Date	Miles	Taxable Miles	Gallons Consumed	Gallons Purchased	Net Taxable Gallons	Tax Rate	Tax Due	Interest Due	Total
AK	04/01/2008					0.00	0.00000	0.00	0.00	0.00
AL	04/01/2008					0.00	0.19000	0.00	0.00	0.00
AR	04/01/2008	1250	1250			0.00	0.22500	0.00	0.00	0.00
ID	04/01/2008					0.00	0.25000	0.00	0.00	0.00
IL	04/01/2008	10000	10000		1000	0.00	0.37500	0.00	0.00	0.00
MN	04/01/2008					0.00	0.22000	0.00	0.00	0.00
MO	04/01/2008	11250	11250		1590	0.00	0.17000	0.00	0.00	0.00

- Review to ensure that miles and gallons are accurate and listed to the correct jurisdictions. Click Submit. You may receive a message, if so, use the HELP button for assistance. MoDOT Carrier Express calculates the tax difference for each jurisdiction by comparing the miles and gallons from the original return to the miles and gallons entered on the amended return.

In the example, notice the tax due column contains tax for AR only. The IL and MO tax due is zero because no mileage or fuel change occurred. The Tax Due column on Amendment returns do not look like original returns. The Amendment TAX DUE column displays the computed difference between the original and amendment tax.

IFTA Quarterly Tax Return TPID: 898989898 MODOT MOTOR CARRIER SERVICES Fleet Nbr: 1 Reg Year: 2008  
 Supp Nbr: 005

Total Miles Traveled: 22500 22500 Total Fuel Consumed: 2590 2590 Avg Miles Per Gallon: 8.69 Late Penalties: 0.00  
 Reporting Period: 2ND QUARTER Reporting Year: 2008 Fuel Type: D - DIESEL Outstanding Tax: 6.48  
 Override Edits:  Total Amount Due: 38.88

Jur	Effective Date	Miles	Taxable Miles	Gallons Consumed	Gallons Purchased	Net Taxable Gallons	Tax Rate	Tax Due	Interest Due	Total
AK	04/01/2008					0.00	0.00000	0.00	0.00	0.00
AL	04/01/2008					0.00	0.19000	0.00	0.00	0.00
AR	04/01/2008	1250	1250	144		144.00	0.22500	32.40	0.00	32.40
ID	04/01/2008					0.00	0.25000	0.00	0.00	0.00
IL	04/01/2008	10000	10000	1151	1000	151.00	0.37500	0.00	0.00	0.00
MN	04/01/2008					0.00	0.22000	0.00	0.00	0.00
MO	04/01/2008	11250	11250	1295	1590	-295.00	0.17000	0.00	0.00	0.00

Arkansas tax of \$32.40 plus the original return unpaid balance of \$6.48 = the amendment invoice amount of \$38.88.

4. Review for data accuracy. Click on **submit** to advance to the IFTA Billing screen.

**IFTA Billing** TPID: 898989898 MODOT MOTOR CARRIER SERVICES Fleet Nbr: 1 Reg Year: 200  
 Supp Nbr: 005

Reporting Period: **2nd Quarter/2008** Fuel: **D - Diesel**  
 Tax Fee: **32.40** Supplement Status: **O - OPEN**  
 MO Interest Fee: **0.00**   
 Penalty Fee: **0.00**  Waiver Reason:   
 Outstanding Fee: **6.48**  
 Total Due: **38.88** Effective Date: **03/05/2009**  
 Net Amount Due: **38.88** Received Date: **03/05/2009**  
 Payment Due Date: **07/31/2008**  
 Billing Date: **03/05/2009**  
 Filed Date: **07/20/2008**

Delivery Options:

5. Change the **Delivery Option** to email, fax or preview and click **Submit** two times.

6. Apply payment. Refer to step 16 on page 5 for instructions

Under the Invoice ID on the right hand side of the screen, the first **Fee Amount** is always the additional tax due or credit earned from changes made on the amended return. The second **Fee Amount** line lists the original return balance. The example below shows an amended fee of \$32.40 (which was Arkansas tax) and the previous return balance of \$6.48 that had not yet been paid.

**Customer ID:** 23028  
**Customer Name:** MODOT MOTOR CARRIER SERVICES  
**USDOT:** 1343194  
 To switch to a different customer in order to perform payment processing, go to [Customer Admin page](#) to select one.

**invoice List**

To retrieve invoices based on a status, choose a

15 items found, displaying 1 to 10. [First/Prev] 1, 2 [Next/Last]

Description	ID	Status	Balance	Date/Time
IFTA/01/2008/3/D/004/#0	<a href="#">480283</a>	INVOICED	\$158.00	2009/03/05 10:36:00
IFTA/01/2008/2/D/003/#0	<a href="#">480282</a>	AMENDED	\$6.48	2009/03/05 02:30:54
IFTA/01/2008/2/D/005/#1	<a href="#">480286</a>	INVOICED	\$38.88	2009/03/05 02:30:54
IFTA/01/2008/1/D/002/#0	<a href="#">480280</a>	PAID	\$0.00	2007/06/04 04:41:39
IFTA/01/2007/4/D/004/#0	<a href="#">473363</a>	PAID	\$0.00	2008/01/18 07:57:49
IFTA/01/2007/3/D/003/#0	<a href="#">423162</a>	PAID	\$-47.29	2007/10/26 03:25:40
IFTA/01/2007/2/D/002/#0	<a href="#">361644</a>	PAID	\$0.00	2007/07/24 09:31:33
IRP\000009690\01\06 \2008\0000	<a href="#">328344</a>	PAID	\$0.00	2007/06/06 02:30:40

**Invoice ID:** 480286

IFTA Activity	Fee Amount
Account No: 000023028201 Supplement No: 005 Fleet No: 01 Fleet Year: 2008 Line Item No: IFTA000023028012008D201 Current Delivery Option: Preview	\$32.40
Previous Return Balance	\$6.48
<b>Total Amount Due:</b>	<b>\$38.88</b>

**Receipt Delivery Options:**  
  
 Walk-In

**Payment Methods:**  
  
 We accept MasterCard, American Express, Discover, and Visa.

- **Cart ID 480282** is the **original** return cart. It now has the status of AMENDED. This cart is no longer active and cannot have payment applied.
- **Cart ID 480286** is the **amendment** return cart that is INVOICED with a balance due of \$38.88.

The amendment above was easy to follow because it only adjusted tax for one state. Amendments that compute an MPG change result in changes for all jurisdictions.

### Sample Amendment calculations

Amendment balance due > \$100.00	
Original return had credit posted >	\$-90.00
<hr/>	
Amendment invoice amount is	\$10.00

Amendment balance due > \$100.00	
Original return amount due that was not paid >	100.00
<hr/>	
Amendment invoice amount is	\$200.00

Amendment balance due > \$ -100.00	
Original return paid in full >	0
<hr/>	
Amendment results in a credit amount	\$ -100.00

Amended balance due > \$ -100.00	
Original return had unpaid balance due of >	\$ 500.00
<hr/>	
Amendment results in an invoice amount	\$ 400.00

Amendment balance due > \$ -100.00	
Original return had credit posted >	\$ -50.00
<hr/>	
Amendment results in A credit amount	\$ -150.00

Amendment balance due > \$ -100.00	
Original return had credit that was refunded >	0
<hr/>	
Amendment results in A credit amount	\$ -100.00

### SUPPLEMENT CONTINUANCE PROCESS

This function is used to finish a return process due to loss of Internet connections or if you Quit during the return process.

1. Click on **APPLICATIONS**
2. Click on **IFTA**
3. Click on **Supplement Continuance**
4. Type in the fleet number in the box that follows the TPID number and the license year of the return in the REG YEAR box and click on Submit.



TPID: MO	<input type="text" value="898989898"/>	<input type="text" value="1"/>
REG YEAR:	<input type="text" value="2008"/>	<input type="text" value="4"/>
SUPP NBR:	<input type="text"/>	
CUSTOMER ID:	<input type="text"/>	

5. A list of all your return/supplement transactions appears. Look for the return with the supplement status of OPEN and click on the blue supp number. In this example, it is supp **003**.

Sel	Supp Nbr	Supp Status	# Decals	Begin Decal	Return Info	Filed Date	No Operation
	Supp Type	Supp Effective Date		End Decal	Return Type	Paid In Full	
<input type="checkbox"/>	000	CLOSED	1	071505			
	RENEW FLEET	01/01/2008		071505			
<input type="checkbox"/>	001	CLOSED	0				
	CHANGE TAXP	03/04/2009					
<input type="checkbox"/>	002	CLOSED	0		YR:2008 Q:1 Amend Ind:00 F:D	04/30/2008	N
	TAX RETURN	03/04/2009			ORIGINAL	Y	
<input type="checkbox"/>	003	OPEN	0		YR:2008 Q:2 Amend Ind:00 F:D	03/04/2009	N
	TAX RETURN	03/04/2009			ORIGINAL	N	

The IFTA Quarterly Tax Return screen appears. Here you can review and make changes for any jurisdiction. The instructions to complete this screen begin on page 4.

IFTA Quarterly Tax Return

Supp Nbr: 003

**Total Miles Traveled:**  **10000**   
 **Total Fuel Consumed:**  **1000**   
 **Avg Miles Per Gallon:** **2.00**   
 **Late Penalties:** **70.50**  
**Reporting Period:** 2ND QUARTER   
 **Reporting Year:** 2008   
 **Fuel Type:** D - DIESEL   
 **Outstanding Tax:** **0.00**  
**Override Edits:**    
 **Outstanding Interest:** **0.00**  
**Total Amount Due:** **831.90**

Jur	Effective Date	Miles	Taxable Miles	Gallons Consumed	Gallons Purchased	Net Taxable Gallons	Tax Rate	Tax Due	Interest Due	Total
AK	04/01/2008	<input type="text"/>	<input type="text"/>		<input type="text"/>	0.00	0.00000	0.00	0.00	0.00
AL	04/01/2008	<input type="text"/>	<input type="text"/>		<input type="text"/>	0.00	0.19000	0.00	0.00	0.00
AR	04/01/2008	<input type="text"/>	<input type="text"/>		<input type="text"/>	0.00	0.22500	0.00	0.00	0.00
AZ	04/01/2008	<input type="text"/>	<input type="text"/>		<input type="text"/>	0.00	0.26000	0.00	0.00	0.00
CA	04/01/2008	<input type="text"/>	<input type="text"/>		<input type="text"/>	0.00	0.36600	0.00	0.00	0.00
CO	04/01/2008	<input type="text"/>	<input type="text"/>		<input type="text"/>	0.00	0.20500	0.00	0.00	0.00
CT	04/01/2008	<input type="text"/>	<input type="text"/>		<input type="text"/>	0.00	0.37000	0.00	0.00	0.00