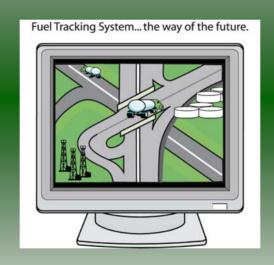
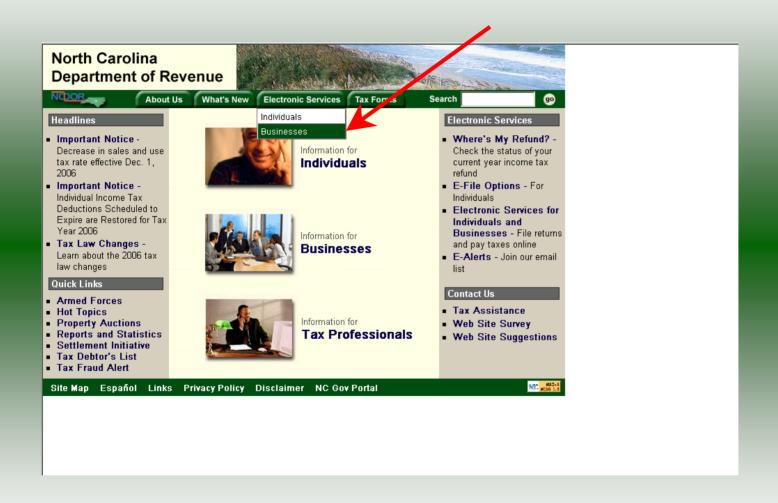
MOTOR FUEL TRACKING SYSTEM



COMPLETING THE GAS-1200C RETURN



Businesses

E-500 Sales and Use E-File - File your E-500 tax return and the accompanying schedules, E-543 and E-536 and pay your tax electronically.

NC-5 and NC-5P Withholding E-File – File your NC-5 tax return or NC-5P and pay your tax electronically.

Motor Fuels IFTA/Intrastate E-File – Filing your tax return and ordering credentials electronically.

Motor Fuels EDI Implementation Guide and Trading Partner Agreement – Click here to access the Motor Fuels EDI mapping for Motor Fuels Suppliers, Terminal Operators & Carriers and also to access the Trading Partner Agreement.

Motor Fuels E-File – File your Motor Fuels Tax returns (Excludes IFTA)

Bills and Notices – Make a payment on a bill or notice that you received from the Department of Revenue.

EFT - Electronic Funds Transfer via ACH Debit or ACH Credit.

CD-429 Corporate Estimated Income
Tax - Pay your corporate estimated
payments online.

CD-419 Application for Extension for Franchise and Corporate Income Tax – File your corporate and franchise tax extension and pay the tax electronically.

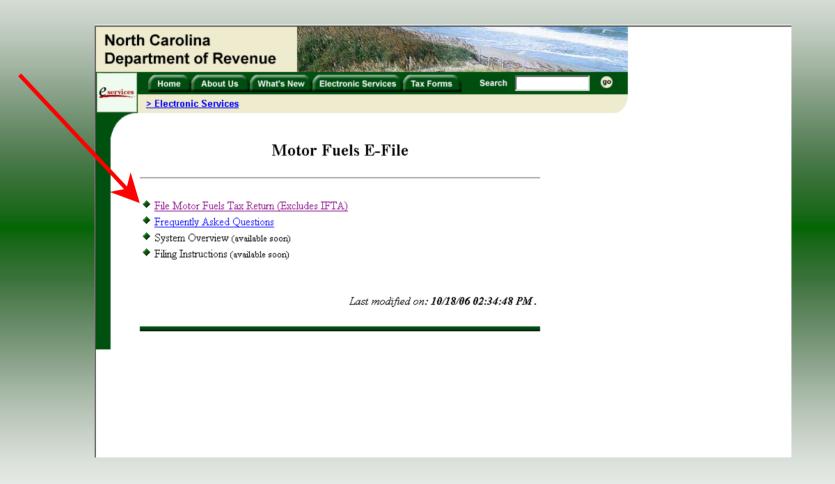
CD-V, Franchise Tax and Corporate Income Tax Payment Vouchers - Pay your current year franchise and corporate income tax

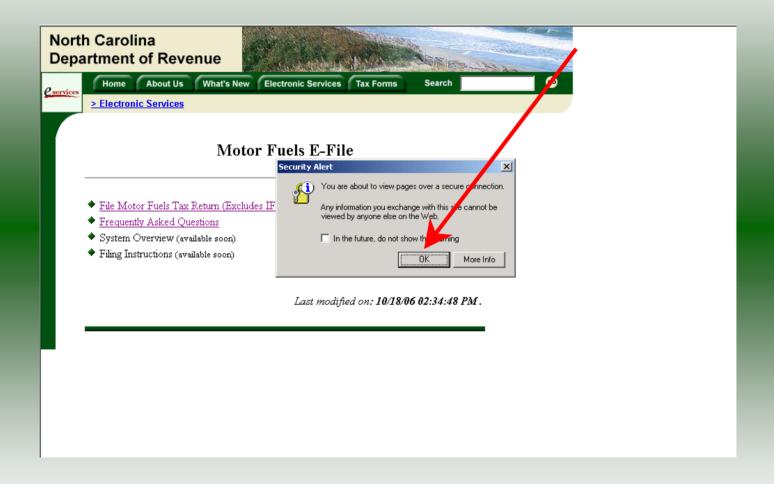
CD-V Amended, Amended Franchise
Tax and Corporate Income Tax
Payment Vouchers - Pay the tax on your
franchise and corporate amended income
tax.

E-Alerts – Click here to join our Tax Updates Mailing List. Mailings through this list will include bulletins, directives, and other important notices about law changes and related tax matters.

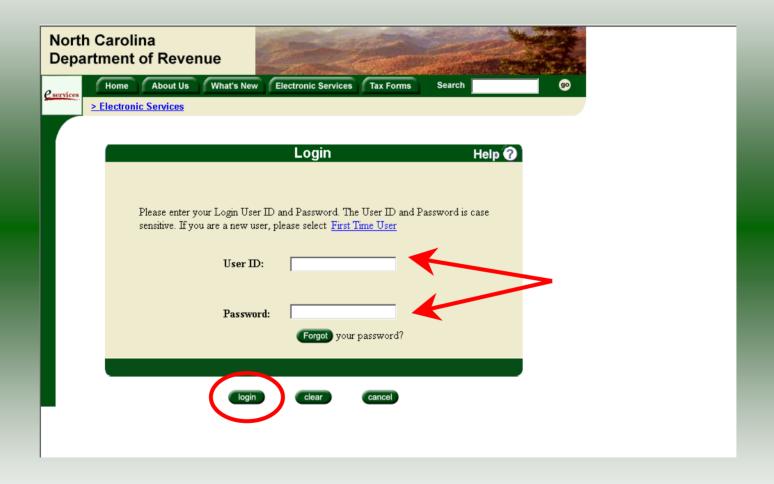
Web Site Survey – Help us make improvements to our web site by completing a short survey.

Click on Motor Fuels E-File – File your Motor Fuels Tax returns (Excludes IFTA) (fifth hyperlink down in the left column).

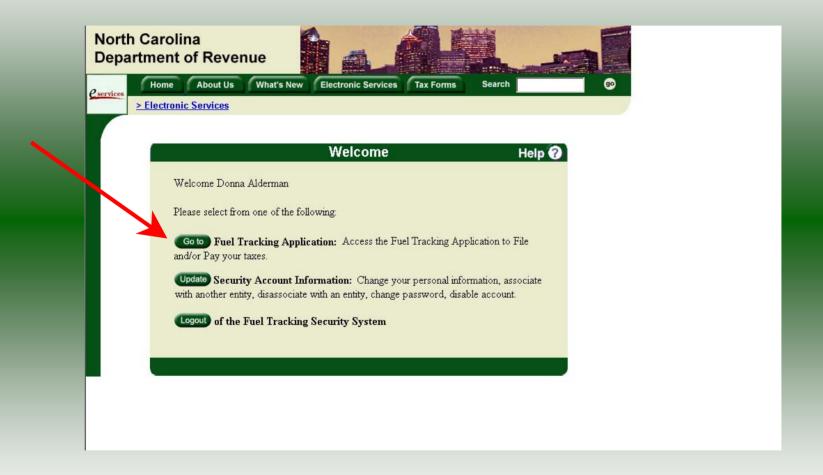




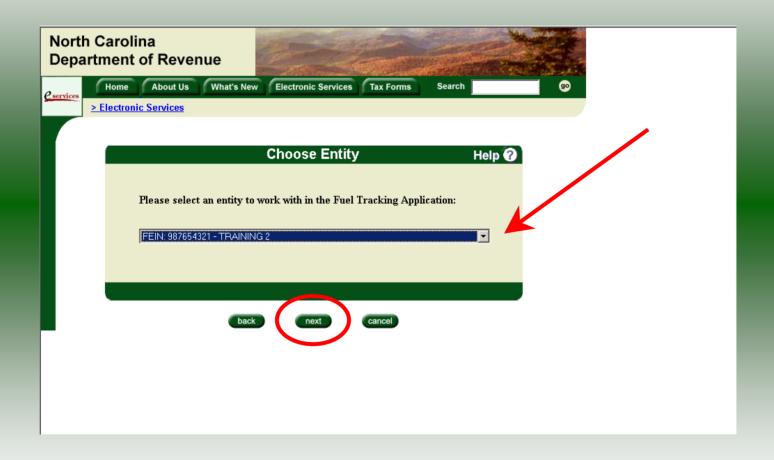
A message will display stating "You are about to view pages over a secure connection." Click **OK**.



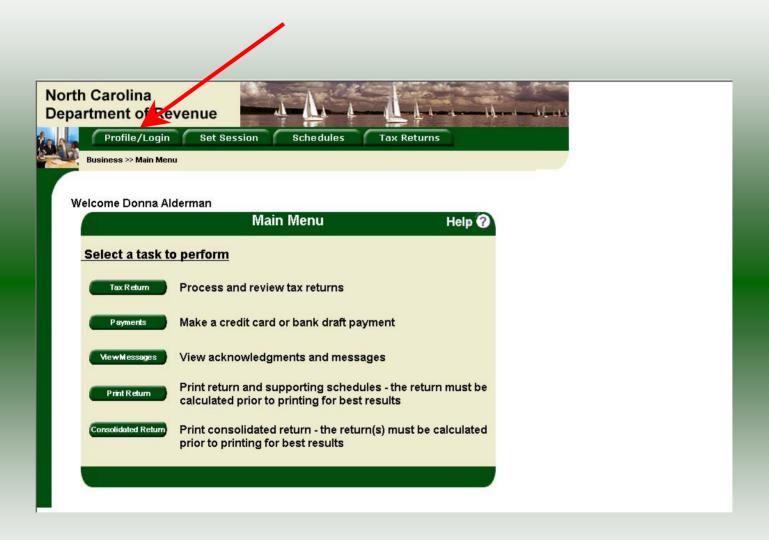
Enter your User ID and password as established during the **Set-up Your Account** procedures. Click **Login**.



The Welcome Screen is displayed. Click the **Go To** button to access the Fuel Tracking System (FTS).

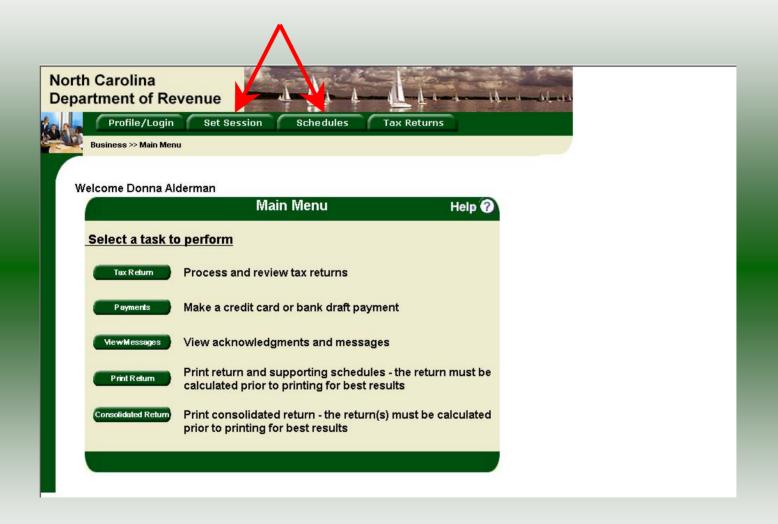


The **Choose Entity** screen will display. The user may only access entities which they have been given access, usually the access is for the displayed account only. Select the entity and click **Next**.

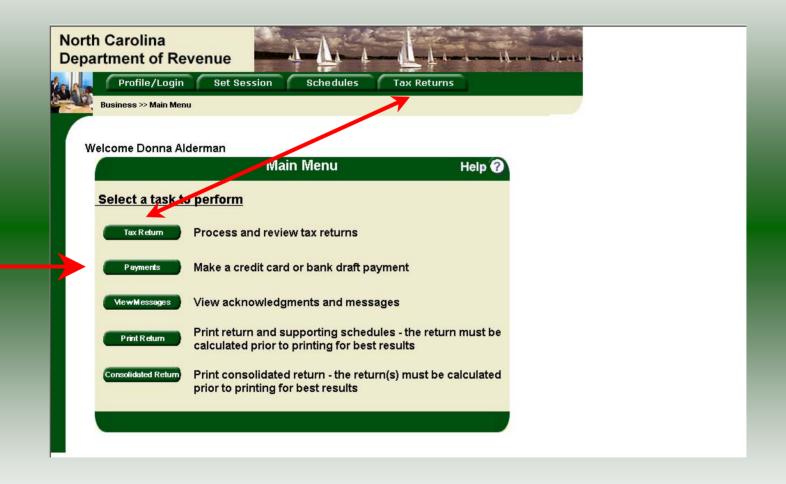


The **Main Menu** screen is displayed. An explanation for the buttons on the left of the screen and the tabs at the top of the screen are given on the next pages.

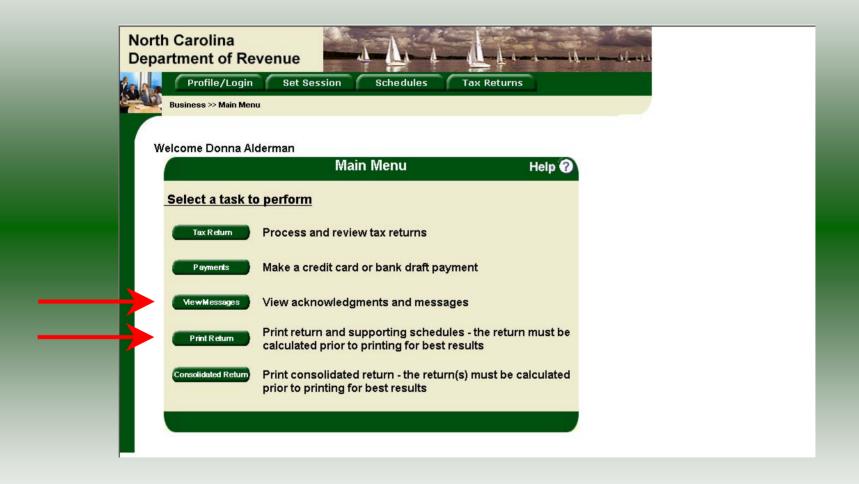
Profile/Login tab returns the user to the **Welcome** screen to exit the FTS.



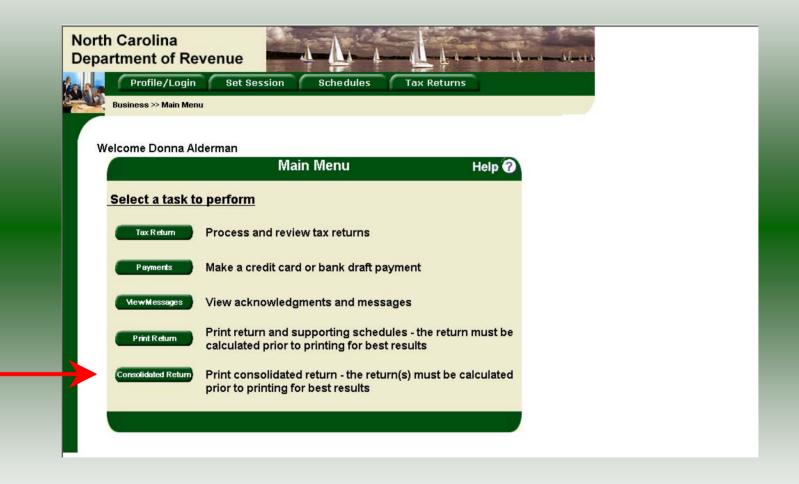
Set Session tab allows the user to identify the account type and return period for viewing or filing returns. **Schedules** tab allows the user to enter schedule data information. This tab is not used for this refund return.



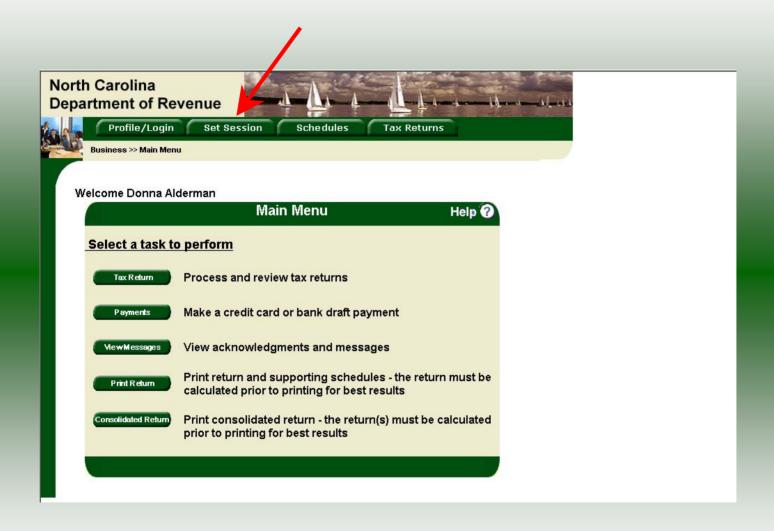
Tax Returns tab and button allows the user to process and view their tax returns. **Payments** button allows the user to submit a payment without a return.



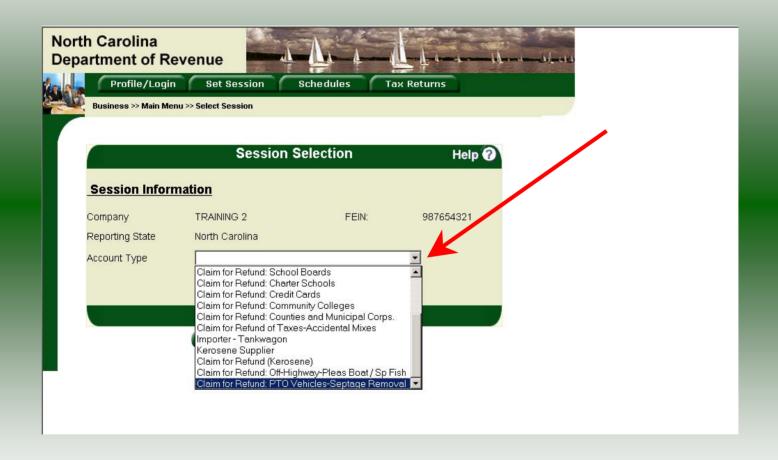
View Messages button allows the user to view return and payment confirmation screens. **Print Return** button allows the user to print any return submitted to the Division.



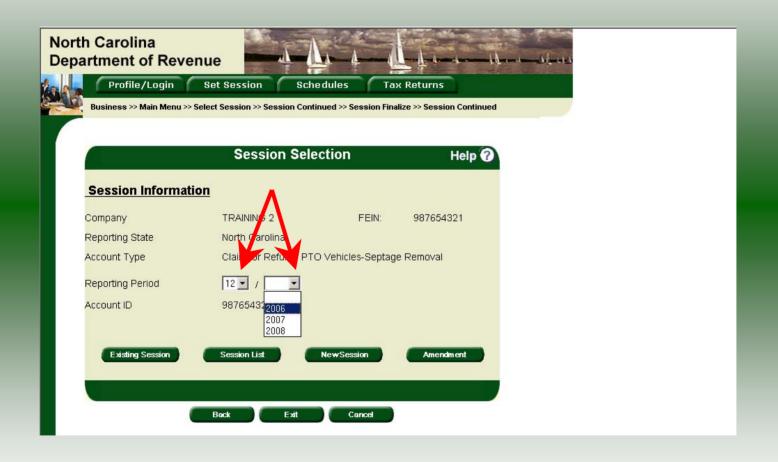
Consolidated button allows the users to print one return displaying the original filed return and all amended returns that were processed for the filing period session.



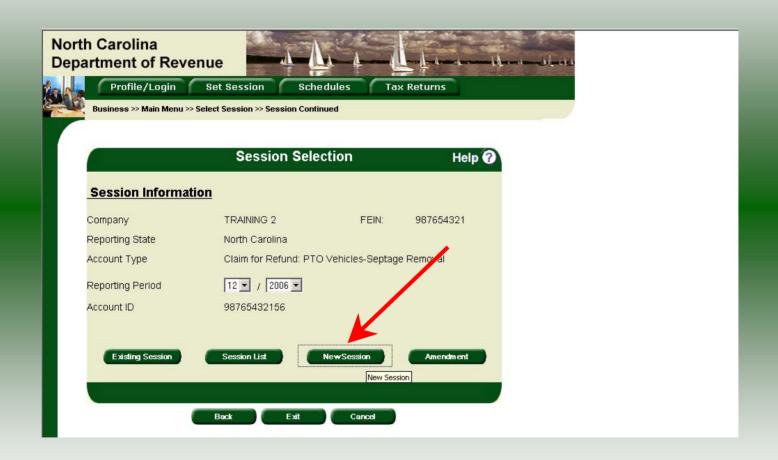
You must set the tax return session before proceeding. Click on the **Set Session** tab across the top of the screen.



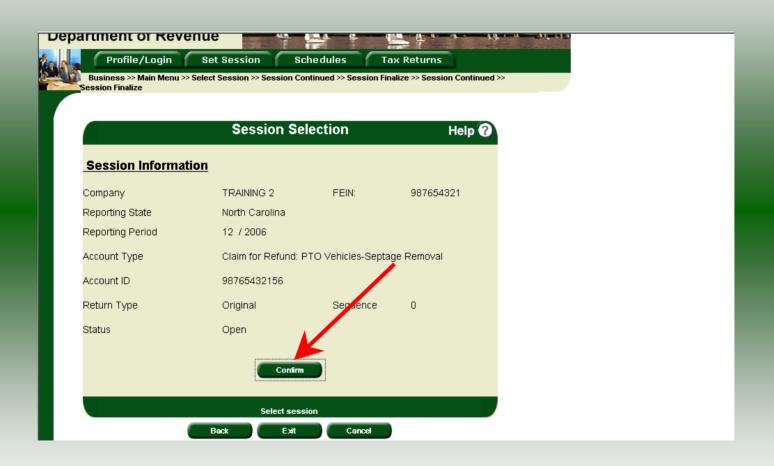
The Session Selection screen is displayed. Click on **Account Type** and then scroll down the returns list until the **Claim for Refund (PTO Vehicles)** is highlighted. **Please note:** The list will display the type of PTO vehicles specific to the taxpayer. Left click.



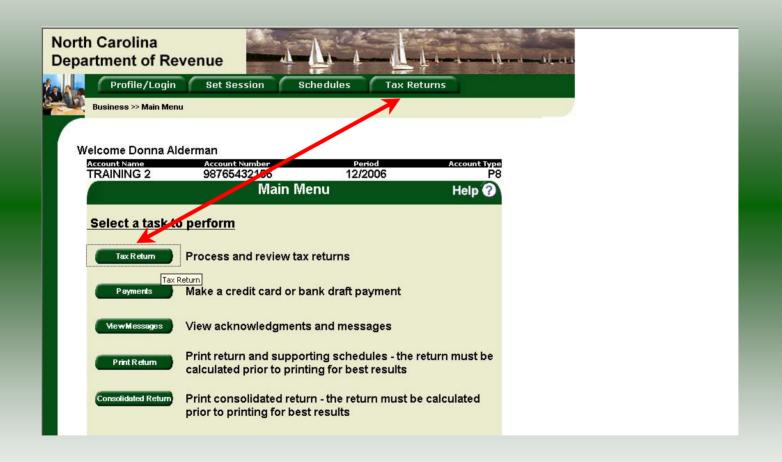
The **Session Selection** screen is displayed. Click the drop down arrow for **Month** and **Year** for the Reporting Period.



Verify the return period and click **New Session** to start entering the refund return information.



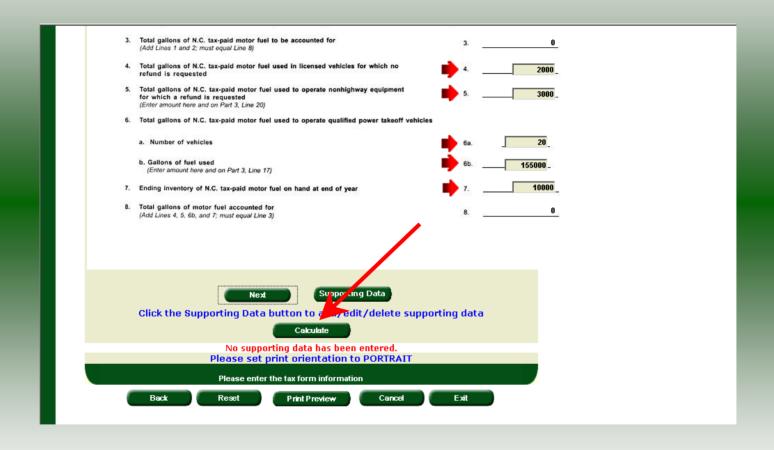
The **Session Information** screen is displayed. Review the Reporting Period and Account Type to ensure that the correct session was set. Click **Confirm**.



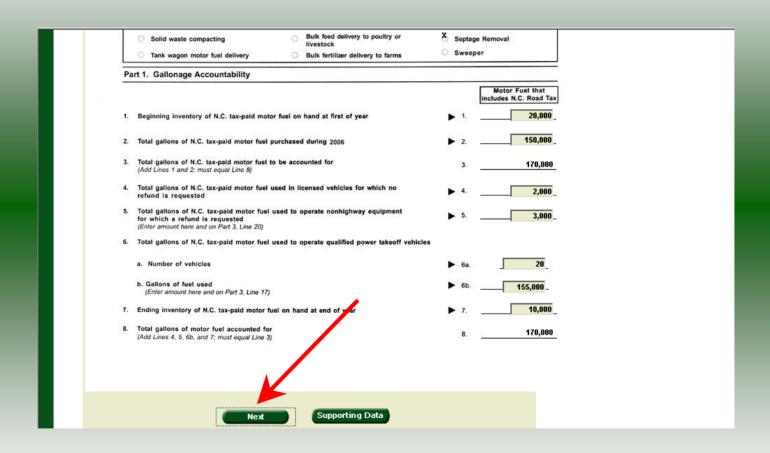
The **Main Menu** screen is displayed. Your Account Name, Account Number, Reporting Period, and Account Type are displayed above the Main Menu bar. Click on **Tax Return** button on the left side of the screen or the tab at the top of the screen.

-	RAINING 2	County		Avended refund claim Avended refund claim Fair refund claim for closed business	
Stre	est Address	County		F 2005 N.C. Income Tax Return	
Mai	Mailing Address			FEIN or SSN (No dashes)	
City		State	Zip Code (First 5 digits)	98765432156	
L				90103432130	
	me of Contact Person	(919)733-3409	Fax Number (919)733-8654	Refund for Calendar Year	
P	reparer's Name	(313)133-3403	(313)133-0034	2006	
Ту	pe of Vehicle for Which Refund is Reque	O Mulch blo	owing	Bulk lime delivery to farms	
Pa	Solid waste compacting Tank wagon motor fuel delivery art 1. Gallonage Accountability	livestock	delivery to poultry or	Septage Removal Sweeper	
Pa	Tank wagon motor fuel delivery	livestock	850 0 85	Sweeper Motor Fuel that	
	Tank wagon motor fuel delivery	livestock Bulk fertili	lizer delivery to farms	○ Sweeper	
	Tank wagon motor fuel delivery art 1. Gallonage Accountability Beginning inventory of N.C. tax-paid mo	livestock Bulk fertili	rst of year	Motor Fuel that includes N.C. Road Tax	
1.	Tank wagon motor fuel delivery art 1. Gallonage Accountability Beginning inventory of N.C. tax-paid motor fuel	livestock Bulk fertili stor fuel on hand at fir	rst of year	Motor Fuel that includes N.C. Road Tax	
1.	Tank wagon motor fuel delivery art 1. Gallonage Accountability Beginning inventory of N.C. tax-paid motor fuel Total gallons of N.C. tax-paid motor fuel	Bulk fertili tor fuel on hand at fir purchased during 20 to be accounted for	rst of year	Motor Fuel that includes N.C. Road Tax 1. 20000 _ 2. 150000 _	

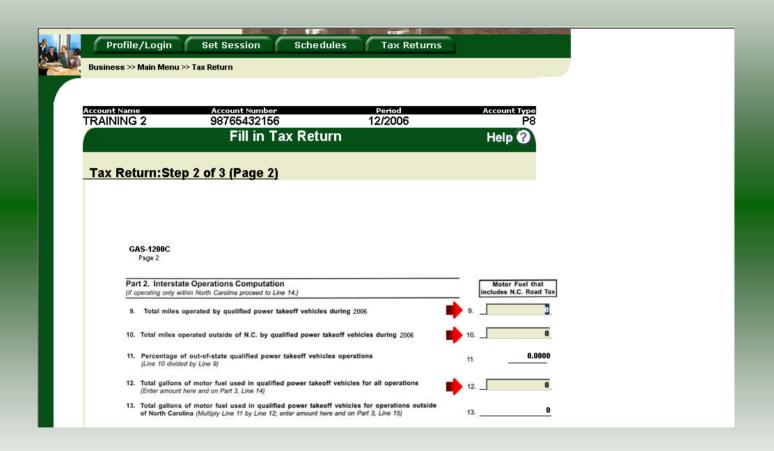
Enter the Contact Name located under the address information and then move to the check boxes in the upper right-hand corner of the return. Click any of the boxes as applicable. Then enter information on Lines 1, 2, 4, and 5.



Tab down to continue. Enter number of power takeoff vehicles on Line 6a. On Line 6b enter gallons of motor fuel used in the power-takeoff vehicles listed on Line 6a. Enter ending inventory on Line 7 then click **Calculate**.



The calculated fuel availability on Page 1 of the return will display for review. Verify Part 1 calculations and then click **Next** to enter Page 2 information.



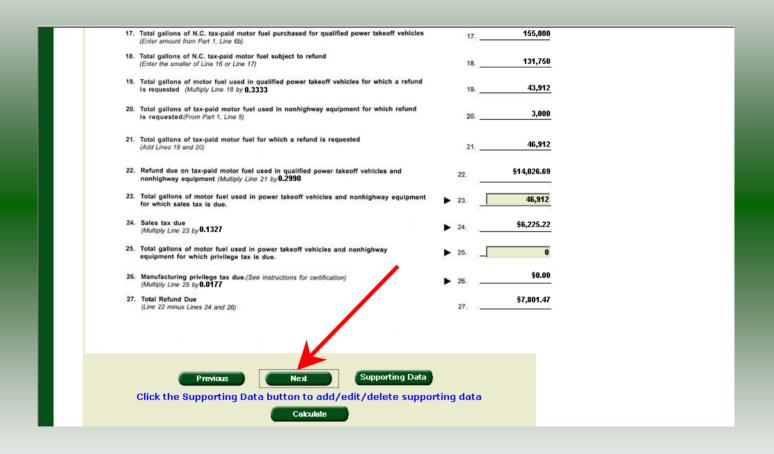
Page 2 of the refund return is displayed. Part 2 should be completed only if the vehicles travel in any additional states other than NC. For Interstate operations, enter information on Lines 9, 10, and 12.

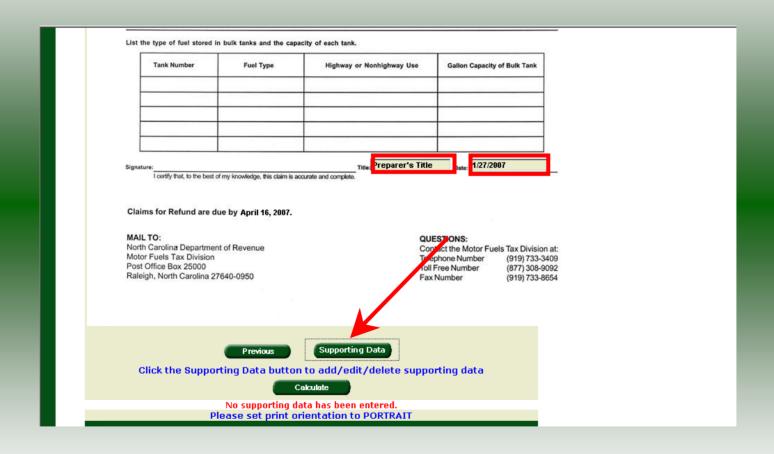
ount Name		riod		Account Type P8	
AINING 2		2006			
	Fill in Tax Return			Help ?	
ax Return:Ste	p 2 of 3 (Page 2)				
					
GAS-1200C					
Page 2					
44					
			277 (1986)		
	te Operations Computation		· [Motor Fuel that	
	nte Operations Computation hithin North Carolina proceed to Line 14.)			Motor Fuel that ncludes N.C. Road Tax	
(If operating only w		•	· _ [
(If operating only w	operated by qualified power takeoff vehicles during 2006	•	9.	ncludes N.C. Road Tax	
(If operating only w	ithin North Carolina proceed to Line 14.)	ing 2006	9 10	ncludes N.C. Road Tax	
9. Total miles 10. Total miles 11. Percentage	operated by qualified power takeoff vehicles during 2006 sperated outside of N.C. by qualified power takeoff vehicles during of out-of-state qualified power takeoff vehicles operations	ing 2006	9 · 10	ncludes N.C. Road Tax	
9. Total miles	operated by qualified power takeoff vehicles during 2006 sperated outside of N.C. by qualified power takeoff vehicles during of out-of-state qualified power takeoff vehicles operations	ing 2006	9.	0	
9. Total miles 10. Total miles of 11. Percentage (Line 10 divid	operated by qualified power takeoff vehicles during 2006 operated outside of N.C. by qualified power takeoff vehicles during 2006 out-of-state qualified power takeoff vehicles operations and by Line 9)		9	0 .0100	
9. Total miles 10. Total miles of 11. Percentage (Line 10 divid	operated by qualified power takeoff vehicles during 2006 operated outside of N.C. by qualified power takeoff vehicles during of out-of-state qualified power takeoff vehicles operations and by Line 9)		9 · 10	0 .0100	
(If operating only w 9. Total miles 10. Total miles of 11. Percentage (Line 10 divid 12. Total gallons (Enter amount 13. Total gallons	operated by qualified power takeoff vehicles during 2006 sperated outside of N.C. by qualified power takeoff vehicles during of out-of-state qualified power takeoff vehicles operations and by Line 9) of motor fuel used in qualified power takeoff vehicles for all others and on Part 3, Line 14) of motor fuel used in qualified power takeoff vehicles for operations of motor fuel used in qualified power takeoff vehicles for operations.	operations prations outside	9 10 11.	0 .0100	
(If operating only w 9. Total miles 10. Total miles of 11. Percentage (Line 10 divid 12. Total gallons (Enter amount) 13. Total gallons	operated by qualified power takeoff vehicles during 2006 operated outside of N.C. by qualified power takeoff vehicles during of out-of-state qualified power takeoff vehicles operations and by Line 9) of motor fuel used in qualified power takeoff vehicles for all others and on Part 3, Line 14)	operations prations outside	9	0 .0100	
(If operating only w 9. Total miles 10. Total miles of 11. Percentage (Line 10 divid 12. Total gallons (Enter amount 13. Total gallons of North Care	operated by qualified power takeoff vehicles during 2006 sperated outside of N.C. by qualified power takeoff vehicles during of out-of-state qualified power takeoff vehicles operations and by Line 9) of motor fuel used in qualified power takeoff vehicles for all others and on Part 3, Line 14) of motor fuel used in qualified power takeoff vehicles for operations of motor fuel used in qualified power takeoff vehicles for operations.	operations prations outside	9 10 11.	0 .0100	

Tab to Part 3, Line 14 and enter the total gallons used in qualified power takeoff vehicles for all operations. This line must be entered for Interstate and Intrastate operations. Scroll to the bottom of the page and click **Calculate**.

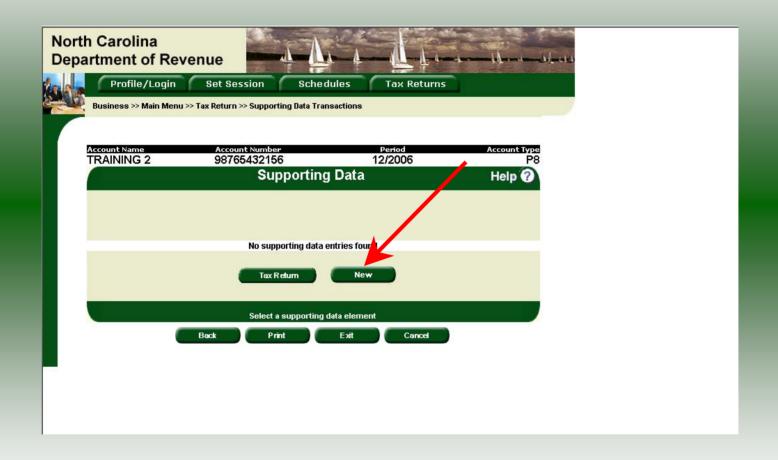


Tab down to Line 23 to continue. Enter gallons on Line 23 if the fuel was used for a general use. Enter gallons on Line 25 if the fuel was used in the manufacturing process. The total of Lines 23 & 25 should not exceed the gallons on Line 21. Click Calculate.

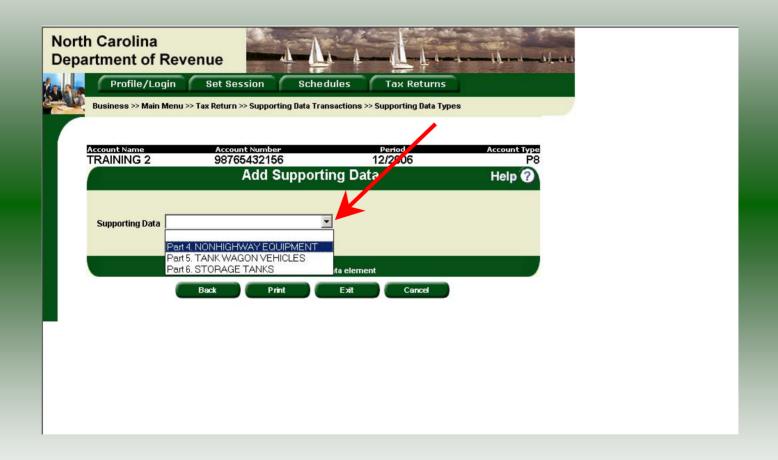




Page 3 of the refund return is displayed. Enter **Title** and **Date** at the bottom of the return and click **Supporting Data**.



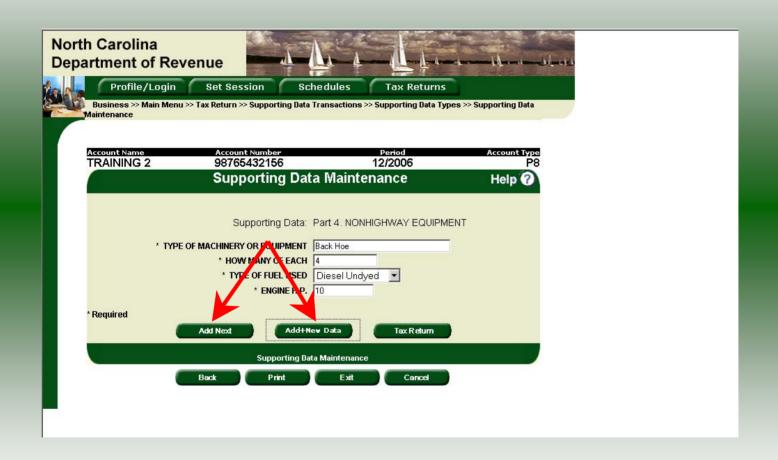
The **Supporting Data** screen is displayed. Click **New** to add Parts 4, 5, and 6 information. This return may not be filed if the **Supporting Data** is not completed.



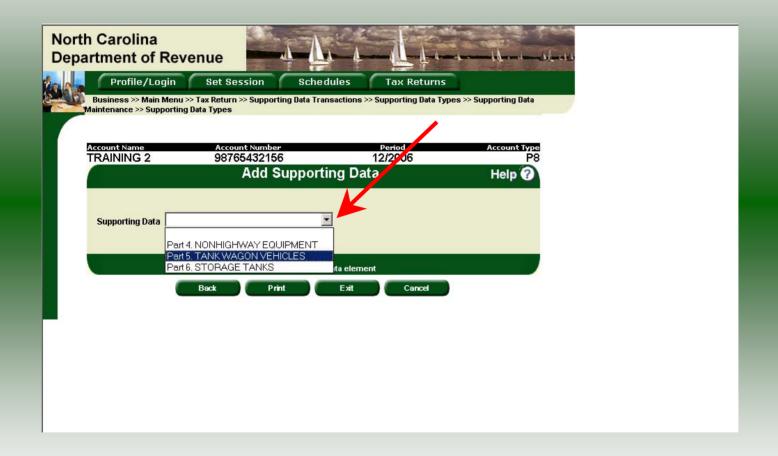
The **Add Supporting Data** screen is displayed. Click the down arrow and click **Part 4 Non-Highway Equipment.**

North Carolina Department of Revenue						
Profile/Login	Set Session Sche		> Supporting Data			
Maintenance	on the state of th	Supporting successions	Supporting Satur			
Account Name	Account Number	Period	Account Type			
TRAINING 2	98765432156	12/2006	P8			
	Supporting Data	Maintenance	Help ?			
\$	* HOW MANY OF EACH * TYPE OF FUEL USED * ENGINE H.P.	rt 4. NONHIGHWAY EQUIPMENT				
* Required	Add Next Add+New	Data Tax Return				
	Supporting Data M	laintenance				
	Back Print	Exit Cancel				

The **Supporting Data Maintenance** screen is displayed. Enter the **Type of Machinery or Equipment**, **Quantity of Each**, **Type of Fuel Used**, and **Engine H.P.**



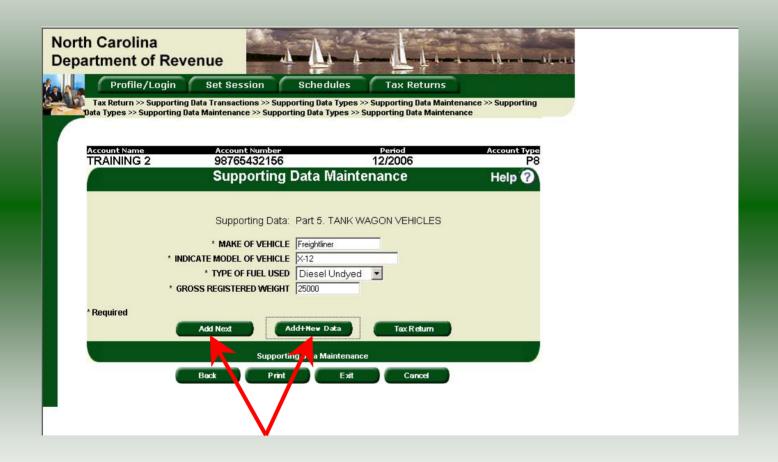
Review the keyed data. If more equipment is to be entered click **Add Next**. Add all information for equipment for which this refund is requested. Once all equipment is entered and tank wagons or bulk fuel is to be reported click **Add+New Data**.



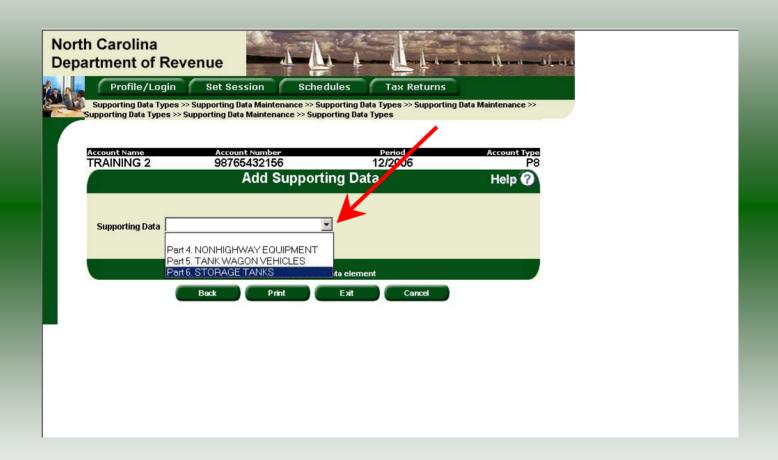
The **Add Supporting Data** screen is displayed. Click the down arrow and click **Part 5 Tank Wagons**.

North Carolina Department of Revenue					
Profile/Log	in Set Session Schedu orting Data Transactions >> Supporting Data T		Connection		
	orting Data Transactions >> Supporting Data Typ				
Account Name TRAINING 2	Account Number 98765432156	Period 12/2006	Account Type P8		
	Supporting Data M	aintenance	Help 🕜		
3	Supporting Data: Part 5. TA * MAKE OF VEHICLE * INDICATE MODEL OF VEHICLE * TYPE OF FUEL USED * GROSS REGISTERED WEIGHT	ANK WAGON VEHICLES			
* Required	Add Next Add+New Dat	a Tax Return			
	Supporting Data Main Back Print				

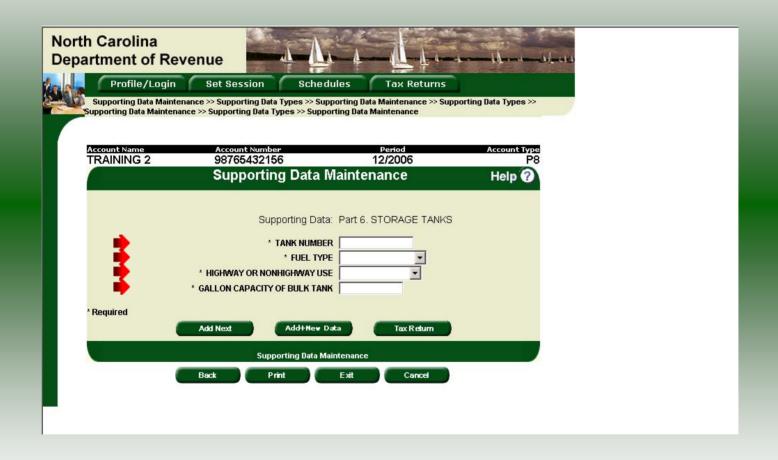
The **Supporting Data Maintenance** screen is displayed. Enter the **Make of Vehicle**, **Model of Vehicle**, **Type of Fuel Used**, and **Gross Registered Weight**.



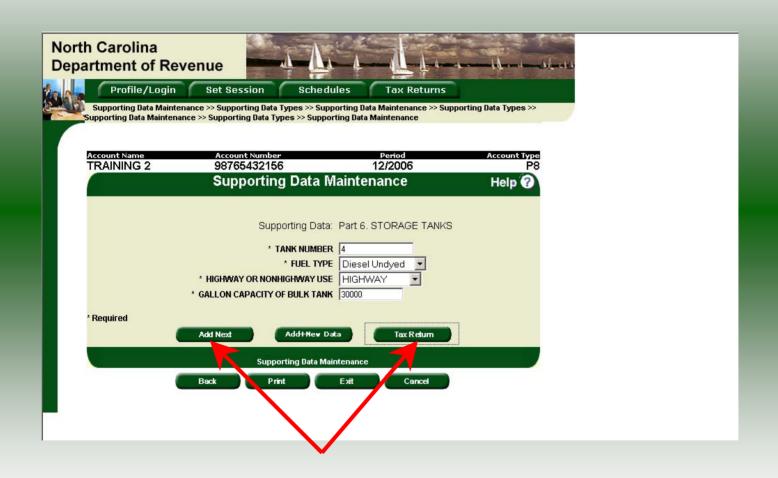
Review the keyed data. If more vehicles are to be entered click **Add Next**. Add information for all licensed vehicles. Once all vehicles are entered and bulk fuel is to be reported click **Add+New Data**.



The **Add Supporting Data** screen is displayed. Click the down arrow and click **Part 6 Storage Tanks.**



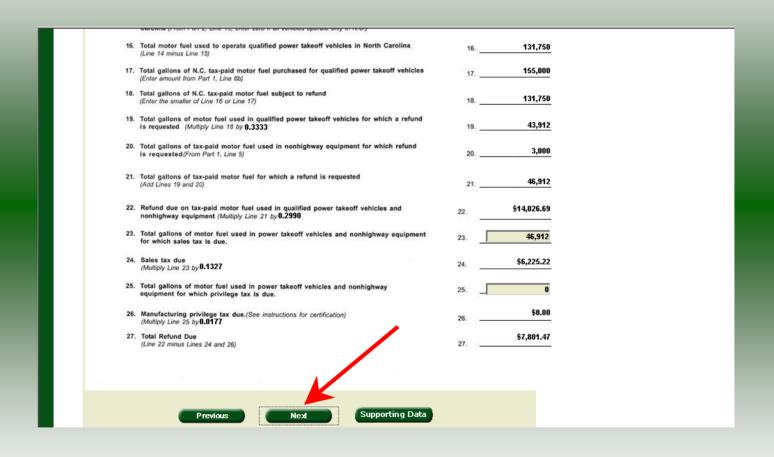
The **Supporting Data Maintenance** screen is displayed. Enter the **Tank Number**, **Fuel Type**, **Highway or Off-Highway Use**, and **Gallon Capacity of Bulk Tank**.



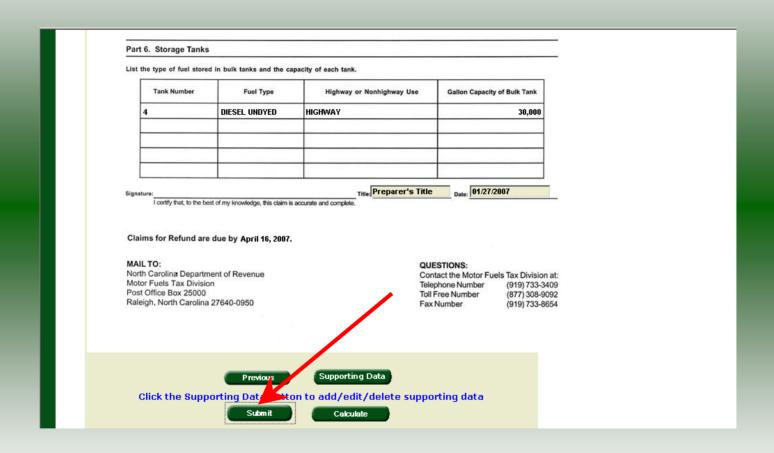
Review the keyed data. If more storage tanks are to be entered click **Add Next**. Add all information for storage tanks for which this refund is requested. Once all storage tanks information are entered click **Tax Return**.

	 Solid waste compacting 	 Bulk feed delivery to poultry or livestock 	Septage Remov	ral	
L	Tank wagon motor fuel delivery	Bulk fertilizer delivery to farms	O Sweeper		
P	art 1. Gallonage Accountability				
				tor Fuel that es N.C. Road Tax	
1.	Beginning inventory of N.C. tax-paid motor	fuel on hand at first of year	1.	20,000	
2.	Total gallons of N.C. tax-paid motor fuel pr	urchased during 2006	2.	150,000	
3.	Total gallons of N.C. tax-paid motor fuel to (Add Lines 1 and 2; must equal Line 8)	be accounted for	3.	170,000	
4.	Total gallons of N.C. tax-paid motor fuel ur refund is requested	sed in licensed vehicles for which no	4.	2,000	
5.	Total gallons of N.C. tax-paid motor fuel u for which a refund is requested (Enter amount here and on Part 3, Line 20)	sed to operate nonhighway equipment	5	3,000	
6.	Total gallons of N.C. tax-paid motor fuel u	sed to operate qualified power takeoff vehicle	ı		
	a. Number of vehicles		6a.	20	
	b. Gallons of fuel used (Enter amount here and on Part 3, Line 17)		6b	155,000 _	
7.	Ending inventory of N.C. tax-paid motor fue	el on hand at end of year	7.	10,000	
8.	Total gallons of motor fuel accounted for (Add Lines 4, 5, 6b, and 7; must equal Line 3)		8.	170,000	
	A				
	Next	Supporting Data			

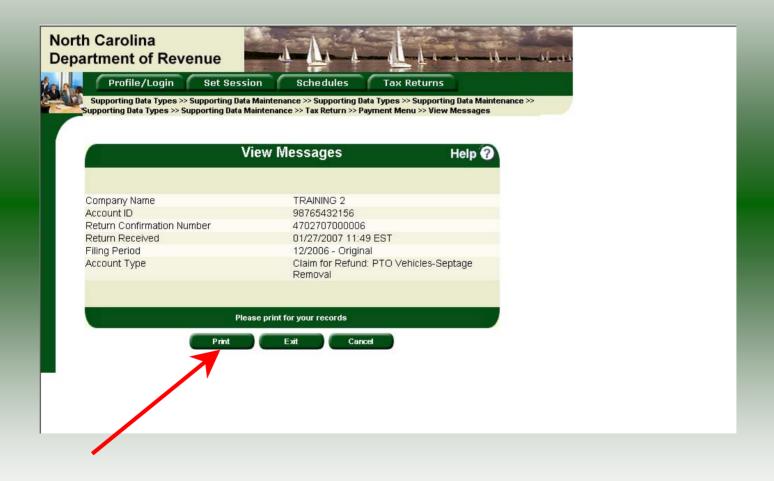
The refund return is displayed. Scroll to the bottom of the return and click **Next**.



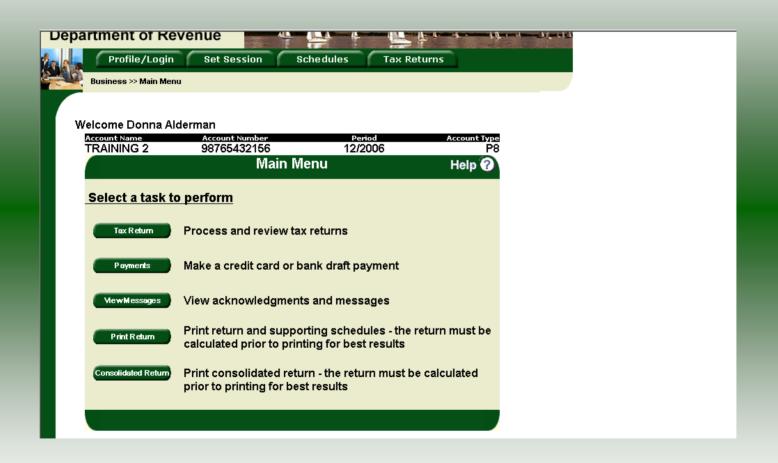
Page 2 of the refund return is displayed. Scroll to the bottom of the return and click **Next**.



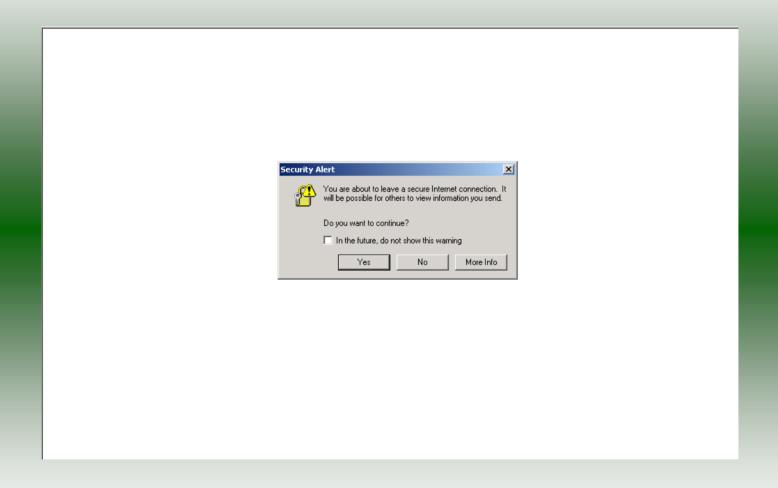
Page 3 of the refund return is displayed. Once all information has been entered and verified, scroll to the bottom of the return and click **Submit**.



The **Return Confirmation Message** will display. Click the **Print** button to print this message for your records. Click **Cancel** to return to the Main Menu to process another return. Click **Exit** to leave the Electronic Filing System.



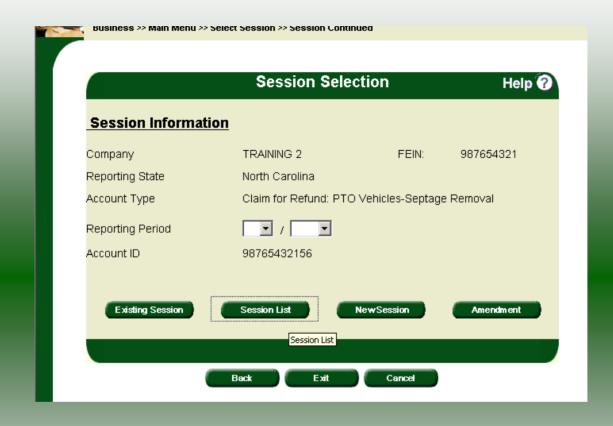
If **Cancel** is selected the Main screen is displayed. A new session must be set to continue processing returns.



If **Exit** is selected a dialog box will display asking if you want to leave the secure internet connection. Click **YES**.



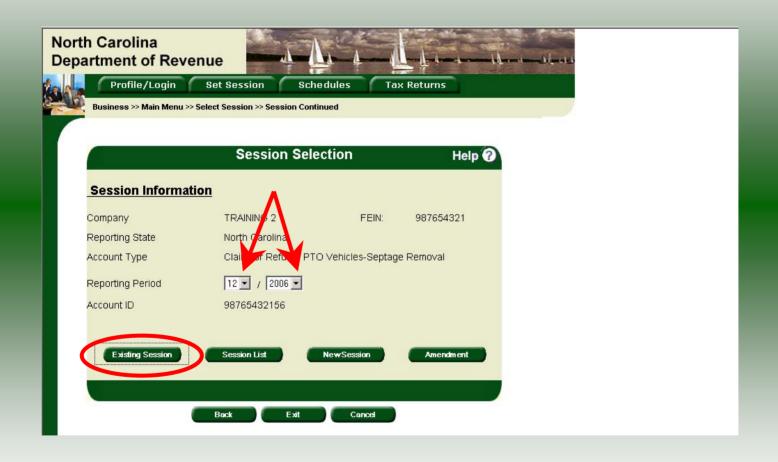
The Department of Revenue website Main screen is displayed. You have successfully filed your **Gas-1200C Claim for Refund – Power Takeoff Vehicles** return.



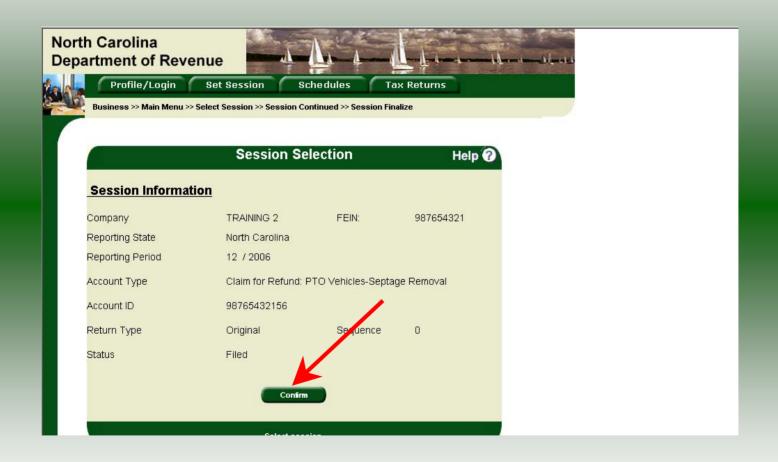
In the previous screens, instructions were provided to set a new session and complete a return. The Session Selection Screen allows access to view open or filed sessions as well as create an amended session. The options available are listed below.

- View an Existing Session
 View a List of All Sessions
 Create an Amended Session

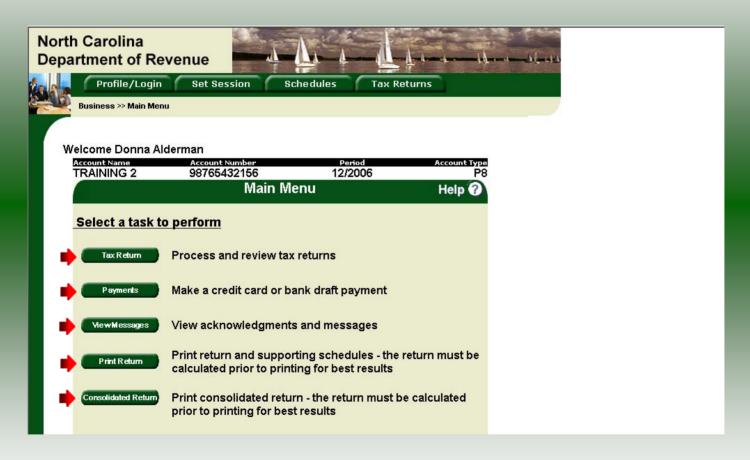
The following screens provide instructions for each of these functions.



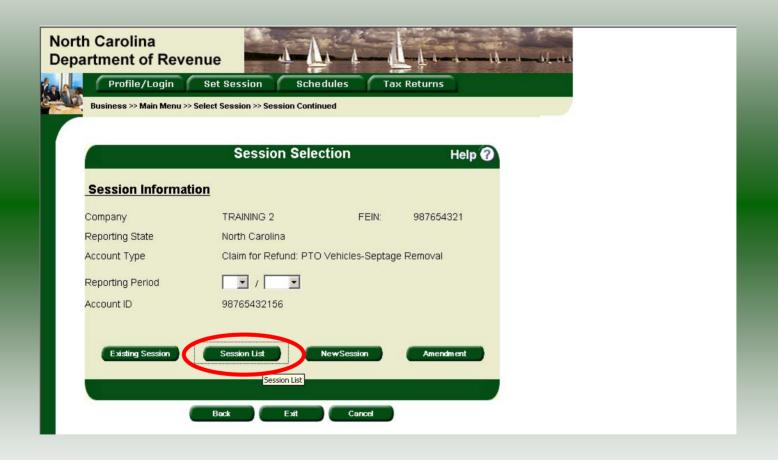
View an existing session: At the **Session Selection** screen click the drop down arrow for **Month** and **Year** for the Reporting Period. Click **Existing Session**.



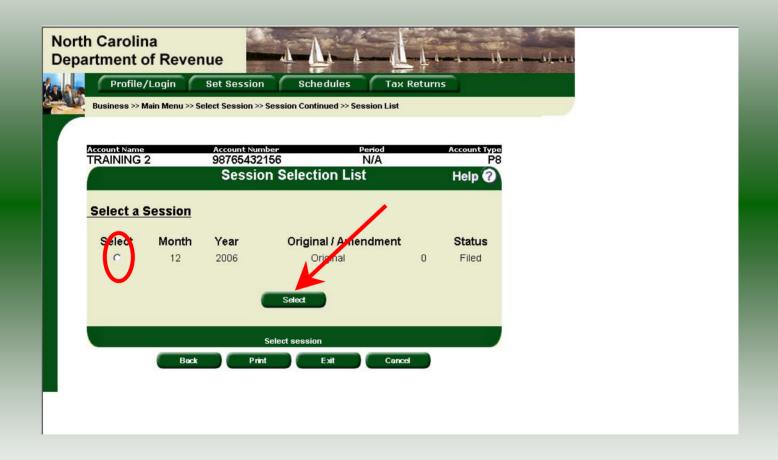
The **Session Selection Information** screen is displayed. Please note the **Status**. If this is Filed you may only view the information. If the status is Open you may modify the information. Click **Confirm**.



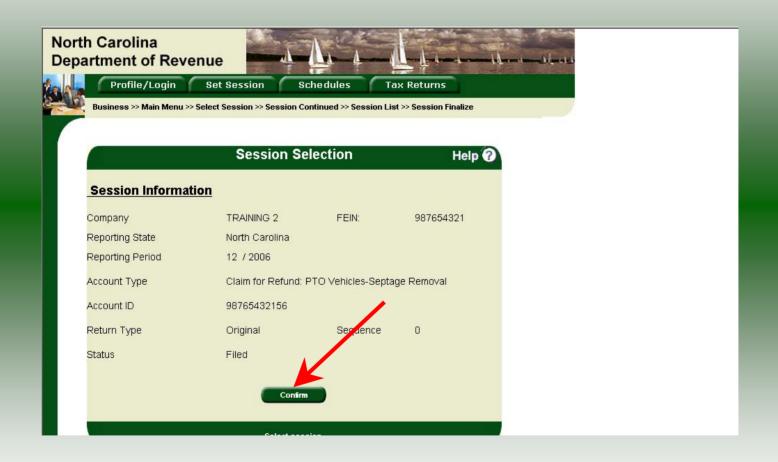
The **Main Menu** screen is displayed. You may view your return by clicking **Tax Return**, make a payment by clicking **Payment**, view messages by clicking **View Messages**, print the return by clicking **Print Return**, or view a consolidated return by clicking **Consolidated Return**.



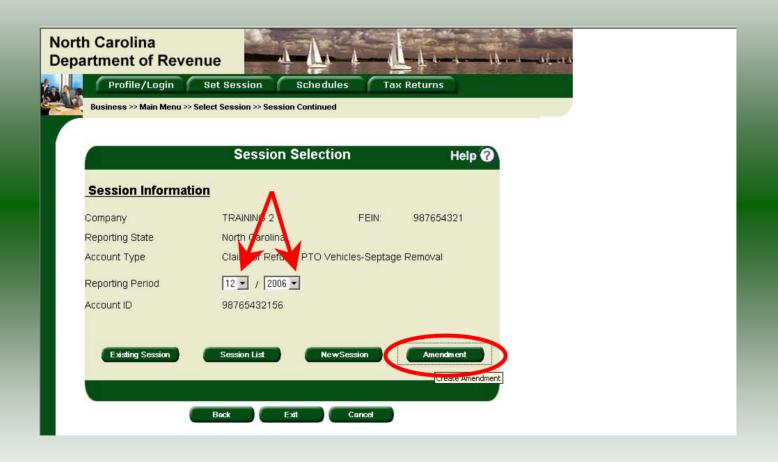
From the **Set Session** screen, to view a list of all returns click **Session List**. No reporting period is required.



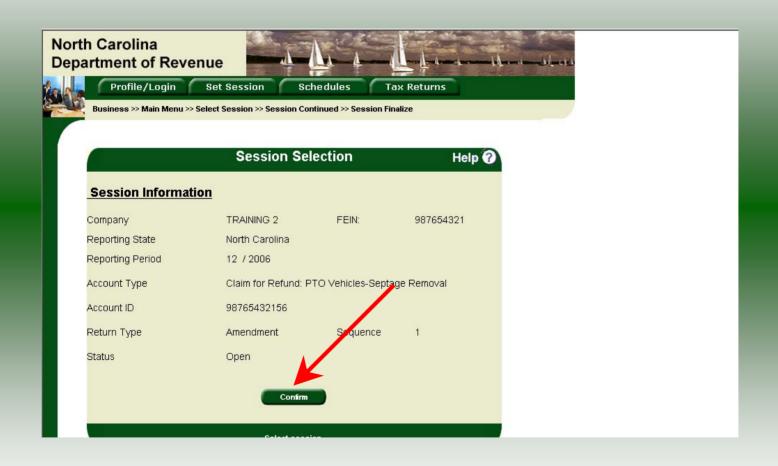
Click the radio button next to the return that you want to view. Click **Submit**. Please note any return highlighted in grey was processed by the Motor Fuels Tax Division. A return not highlighted (as above) was submitted online by the taxpayer.



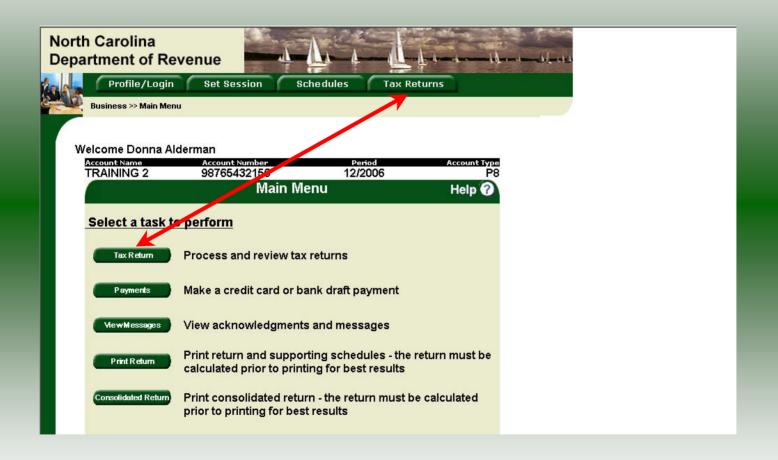
The **Session Information** screen is displayed. Review the Reporting Period and Account Type to ensure that the correct session was set. Click **Confirm** to view the return.



To amend a previously filed return, at the **Session Selection** screen click the drop down arrow for **Month** and **Year** for the Reporting Period. Click **Amendment**.



The **Session Information** screen is displayed. Review the Reporting Period and Account Type to ensure that the correct session was set. **Note: The sequence is 1 indicating an amended return.** Click **Confirm** to amend the return.

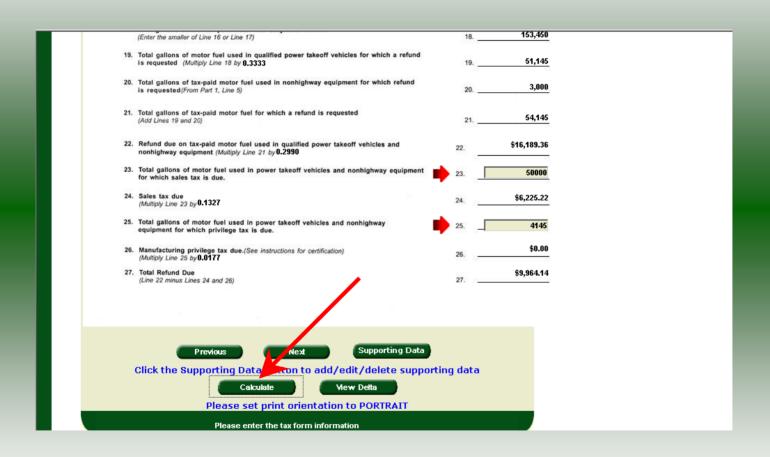


Pr	eparer's Name	(919)733-3409	(919)733-8654	Refund for	Calendar Year
	ness or Activity for which Refund is Claimed	10107100 0100	(0.10),100 000 1	200	06
SEP	PTAGE REMOVAL	A			
	ORTANT: Use a separate form Gas-1200C for each no recieve a refund.	h type of vehicle for which	a refund is requested. You m	ust complete all applica	ble Lines and Parts of this
Тур	e of Vehicle for Which Refund is Reque	sted - Fill in applicable	circle		
	O Concrete mixing	 Mulch blow 	wing	O Bulk lime	delivery to farms
	Solid waste compacting	 Bulk feed of livestock 	delivery to poultry or	Septage F	300000000000000000000000000000000000000
L	Tank wagon motor fuel delivery	O Bulk fertilis	zer delivery to farms	O Sweeper	
Pa	rt 1. Gallonage Accountability				
2. 3. 4. 5.	Beginning inventory of N.C. tax-paid motor fuel Total gallons of N.C. tax-paid motor fuel (Add Lines 1 and 2; must equal Line 8) Total gallons of N.C. tax-paid motor fuel refund is requested Total gallons of N.C. tax-paid motor fuel for which a refund is requested (Einter amount here and on Part 3, Line 20) Total gallons of N.C. tax-paid motor fue	purchased during 200 to be accounted for used in licensed vehi	ocicles for which no	1	Motor Fuel that
•	a. Number of vehicles b. Gallons of fuel used (Enter amount here and on Part 3, Line 17	8. 15	inied power takeon venic	6a.	255,000
7.	Ending inventory of N.C. tax-paid motor	fuel on hand at end of	f year	7.	10,000
8	Total gallons of motor fuel accounted to	<u>2</u> 4			

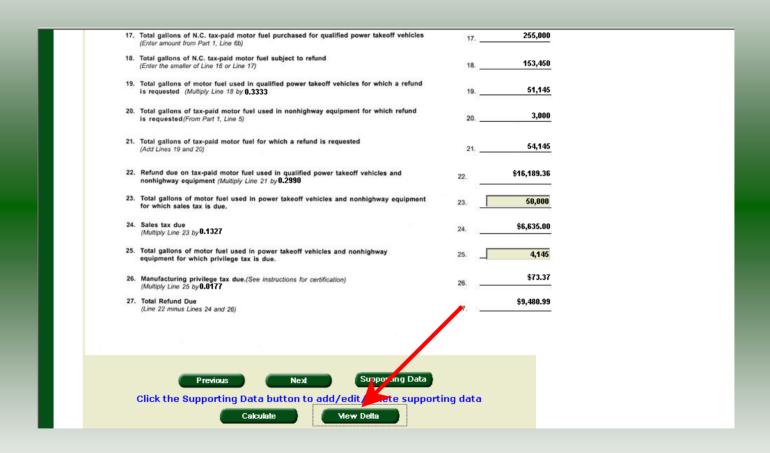
A preview of the originally filed return is displayed. Enter the **Contact Person** and then scroll down to enter the total gallons that should be reported. This will be the original gallons plus any additional gallons to be reported. Click **Next**.

	Fill in Tax Return		Help	?	
Return:Step 2 of 3	(Page 2)				
GAS-1200C Page 2					
Part 2. Interstate Operatio				Fuel that .C. Road Tax	
9. Total miles operated by	ualified power takeoff vehicles during 2006	•	9.	500,000	
10. Total miles operated outsi	de of N.C. by qualified power takeoff vehicles during 2006	•	10.	5,000	
11. Percentage of out-of-stat (Line 10 divided by Line 9)	qualified power takeoff vehicles operations	â	11	0.0100	
12. Total gallons of motor fue (Enter amount here and on P	used in qualified power takeoff vehicles for all operations art 3, Line 14)	•	12.	155,000	
	used in qualified power takeoff vehicles for operations outside ine 11 by Line 12; enter amount here and on Part 3, Line 15)		13	1,550	
Part 3. Computation of Re	fund	_			
14. Total motor fuel used to	perate qualified power takeoff vehicles	•	14.	155,000	
	e qualified power takeoff vehicles traveling outside of North (3; enter zero if all vehicles operate only in N.C.)	3	15	1,550	
16. Total motor fuel used to ((Line 14 minus Line 15)	perate qualified power takeoff vehicles in North Carolina	9	16	153,450	

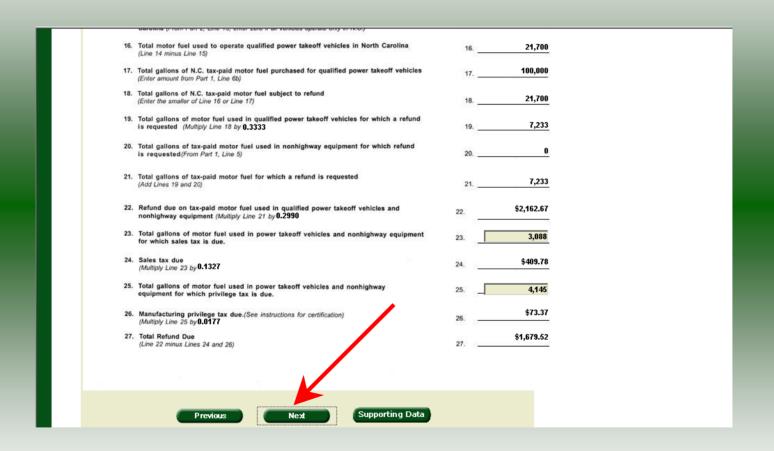
A preview of Page 2 is displayed. Enter adjustments for Parts 2 & 3 if applicable and then scroll down and click **Calculate**.



The recalculation of Page 2 is displayed. Please note: Lines 23 and 25 may not exceed Line 21. These lines may need to be adjusted based on the amended data. Click **Calculate**.

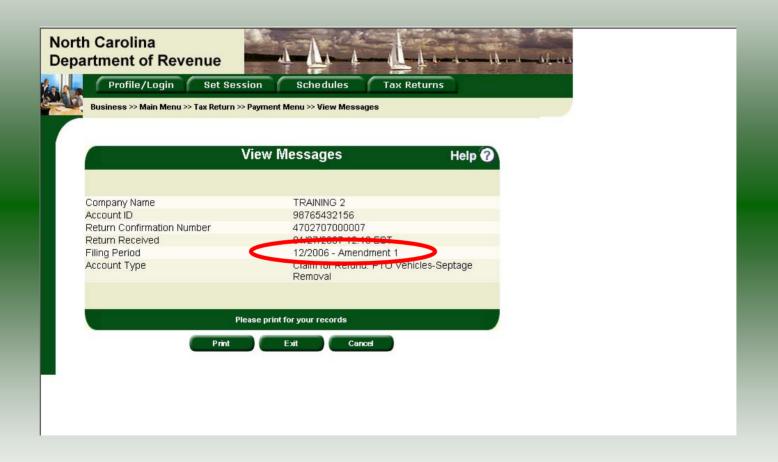


The calculated amended return will be displayed. To view only the changes made on the amended return click **View Delta**.

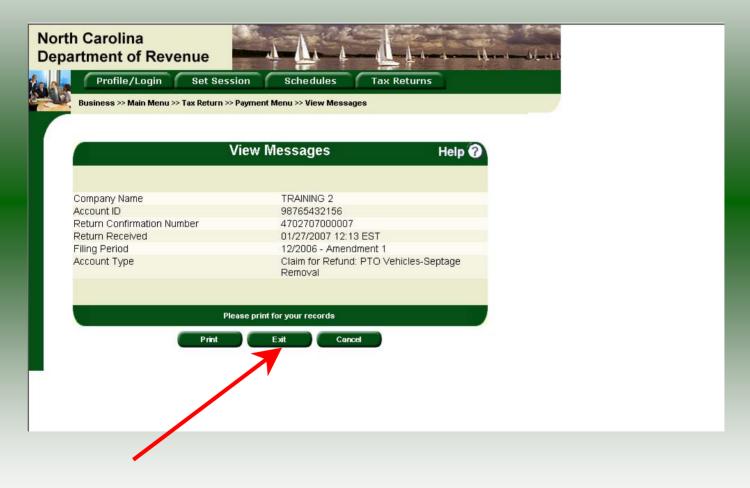


Part 6. Storage Tanks	•			
List the type of fuel store	d in bulk tanks and the ca	apacity of each tank.		37
Tank Number	Fuel Type	Highway or Nonhighway Use	Gallon Capacity of Bulk Tank	
4	DIESEL UNDYED	HIGHWAY	30,000	
			<u> </u>	<u>.</u>
Signature:	est of my knowledge, this claim is	Title: Preparer's Title	Date: 01/27/2007	
MAIL TO: North Carolina Departn Motor Fuels Tax Division Post Office Box 25000 Raleigh, North Carolina	nent of Revenue on	QUE: Cont Telep Toll F	STIONS: act the Motor Fuels Tax Division shone Number (919) 733-34 ree Number (877) 308-90 Number (919) 733-36	3409 9092
		Supporting Data on to add/edit/delete suppor		

Verify the information on Page 2. To add additional vehicles or tanks click **Supporting Data**. The data entry process will be the same as when completing the original return. If all information is correct click **Submit**.



The **View Messages** screen is displayed. **Note:** The **Filing Period** reflects **Amendment 1.**



If you are finished using the web application click **Exit**. A security dialog box will display. Click **Yes**. Your system will be redirected to the Department's website home page.