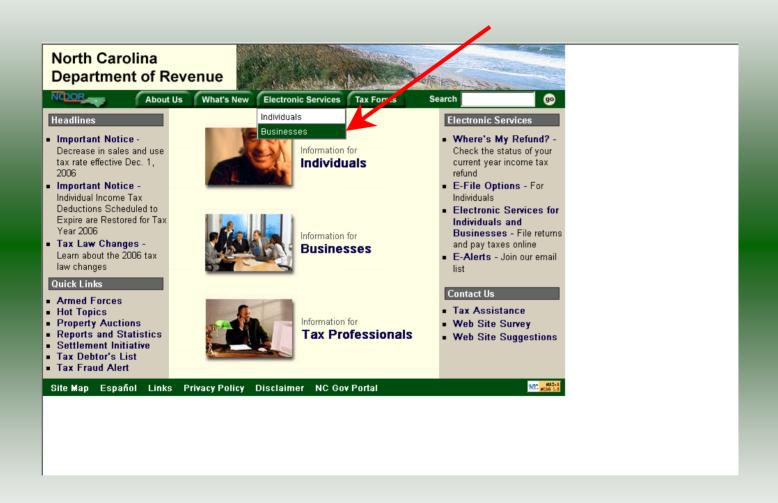
MOTOR FUEL TRACKING SYSTEM



COMPLETING THE GAS-1288 KEROSENE SUPPLIER 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.

<u>EFT</u> – 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.

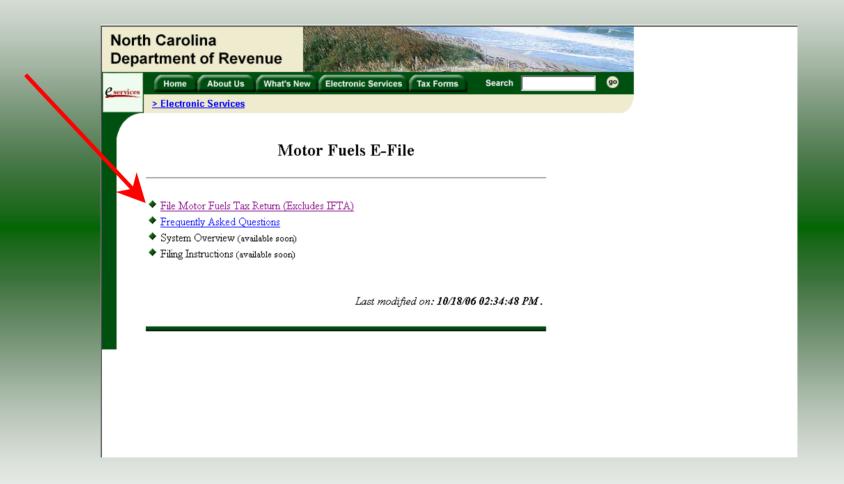
CD-V, Franchise Tax and Corporate Income Tax Payment Vouchers - Pay your current year franchise and corporate income tax

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

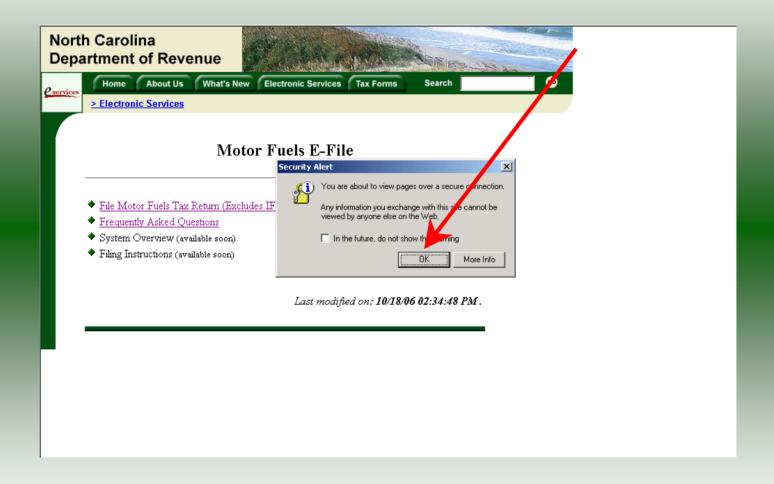
E-Alerts – Click here to join our Tax Updates Mailing List. Mailings through this list will include bulletins, directives, and other important notices about law changes and related tax matters.

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

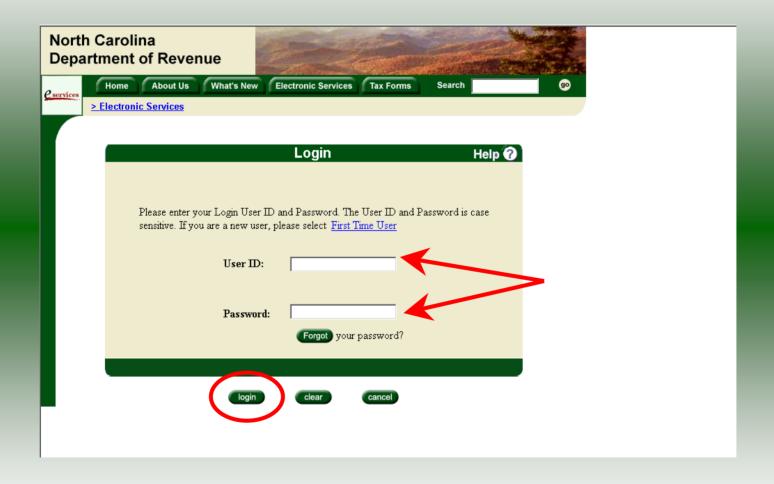
Click on <u>Motor Fuels E-File – File your Motor Fuels Tax returns (Excludes IFTA)</u> (fifth hyperlink down in the left column).



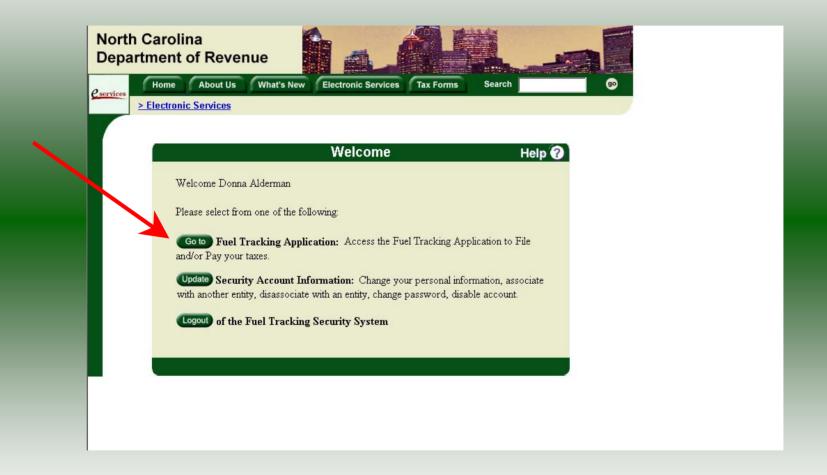
Gas-1264 Fuel Alcohol/Biodiesel Provider Return



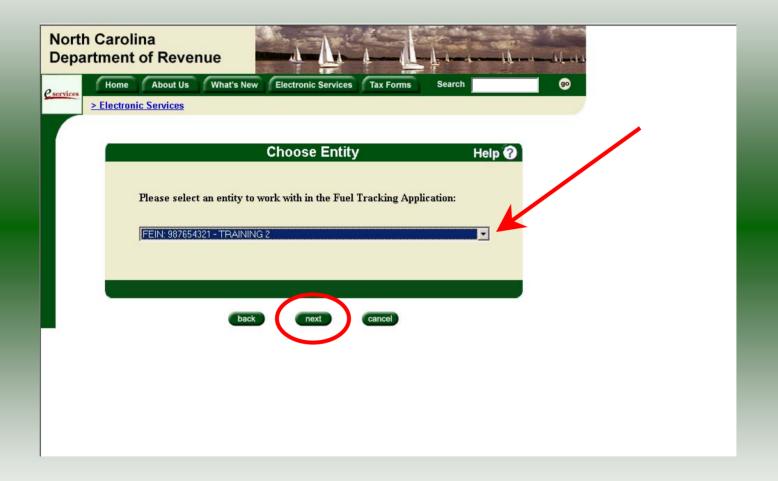
A message will display stating "You are about to view pages over a secure connection." Click **OK**.



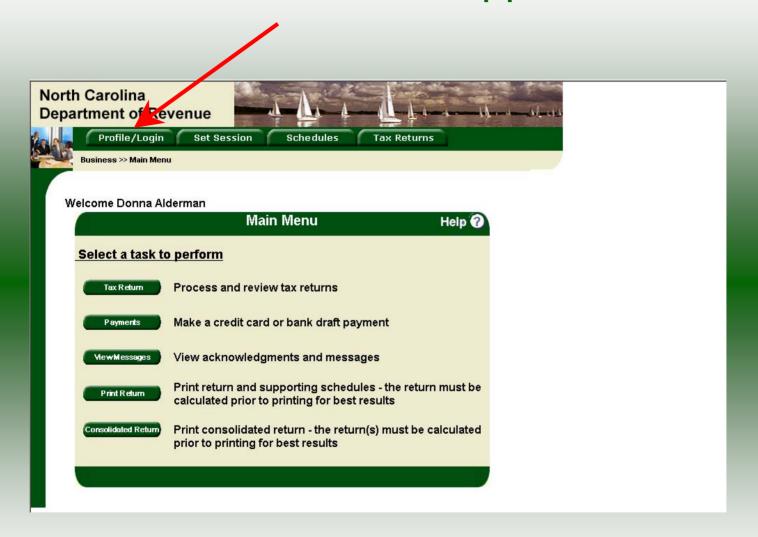
Enter your User ID and password as established during the **Set-up Your Account** procedures. Click **Login**.



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

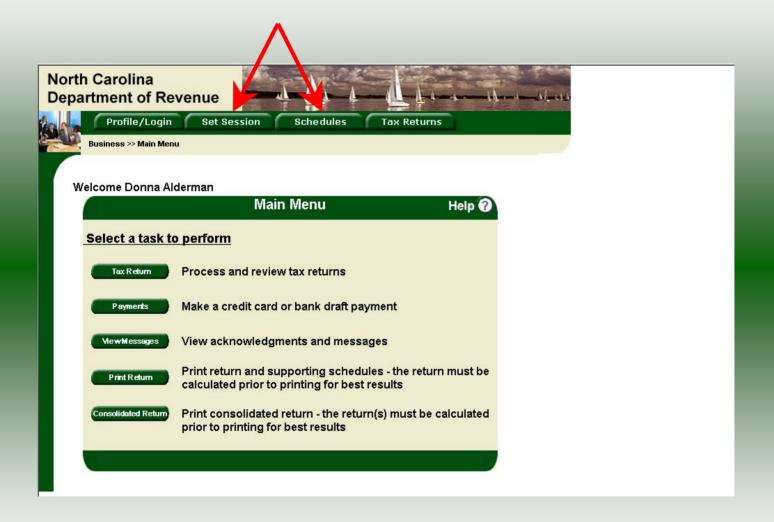


The **Choose Entity** screen will display. The user may only access entities which they have been given access, usually the access is for the displayed account only. Select the entity and click **Next**.

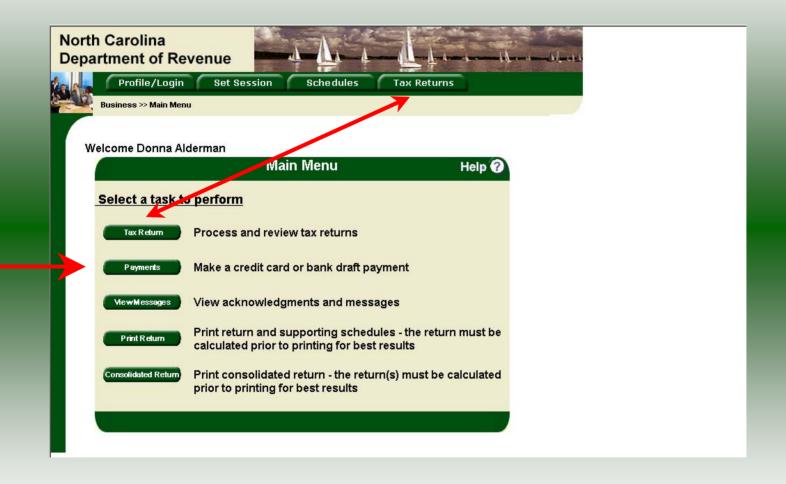


The **Main Menu** screen is displayed. An explanation for the buttons on the left of the screen and the tabs at the top of the screen are given on the next pages.

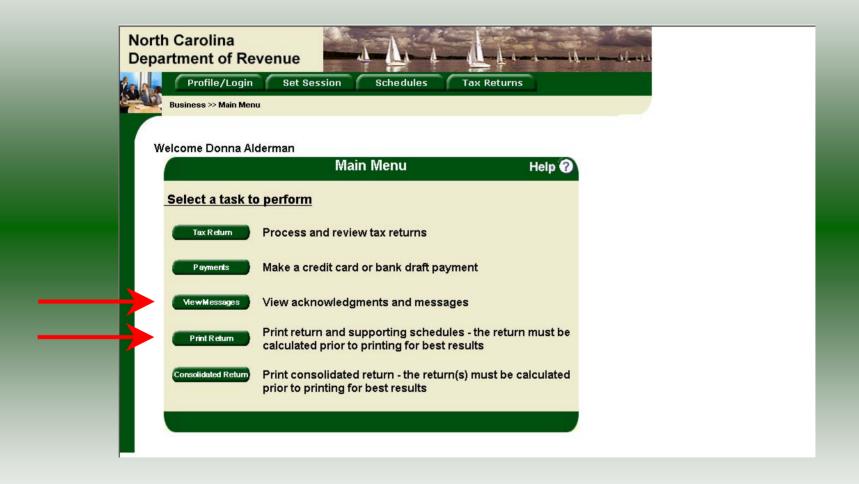
Profile/Login tab returns the user to the **Welcome** screen to exit the FTS.



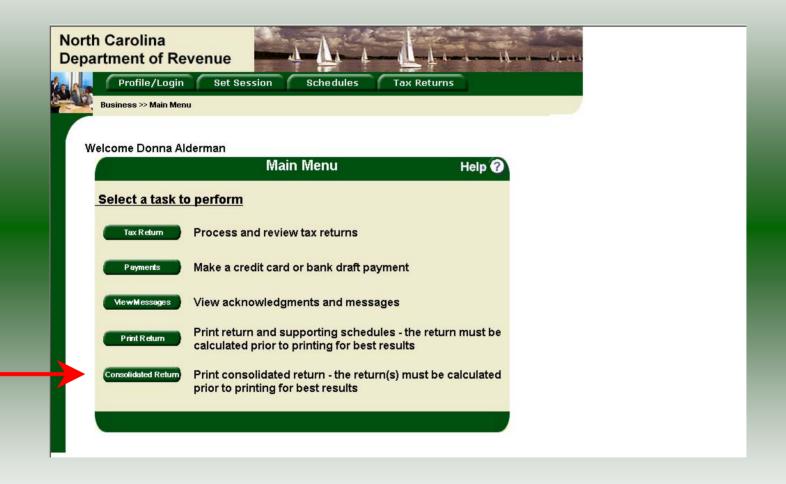
Set Session tab allows the user to identify the account type and return period for viewing or filing returns. **Schedules** tab allows the user to enter schedule data information.



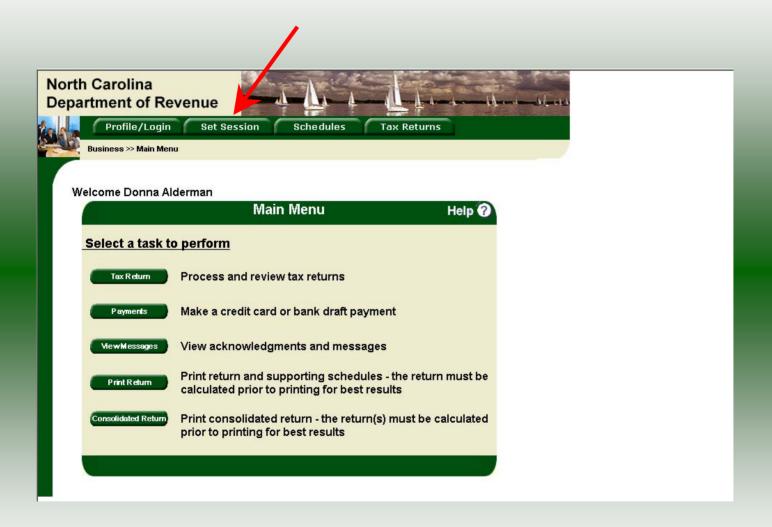
Tax Returns tab and button allows the user to process and view their tax returns. **Payments** button allows the user to submit a payment without a return.



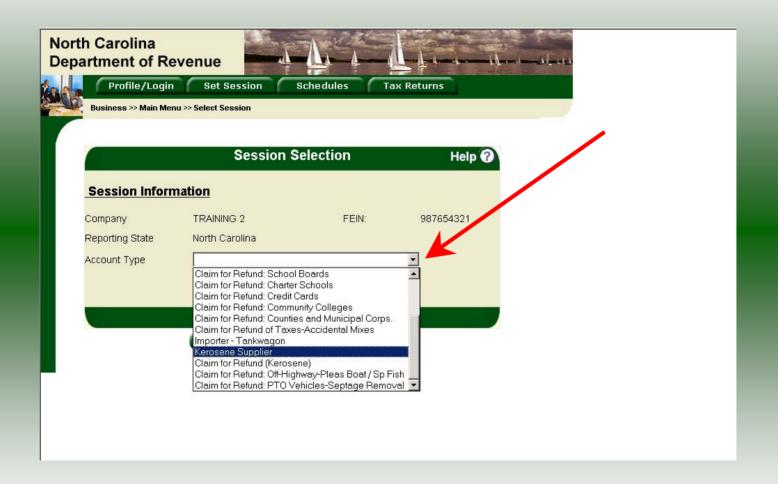
View Messages button allows the user to view return and payment confirmation screens. **Print Return** button allows the user to print any return submitted to the Division.



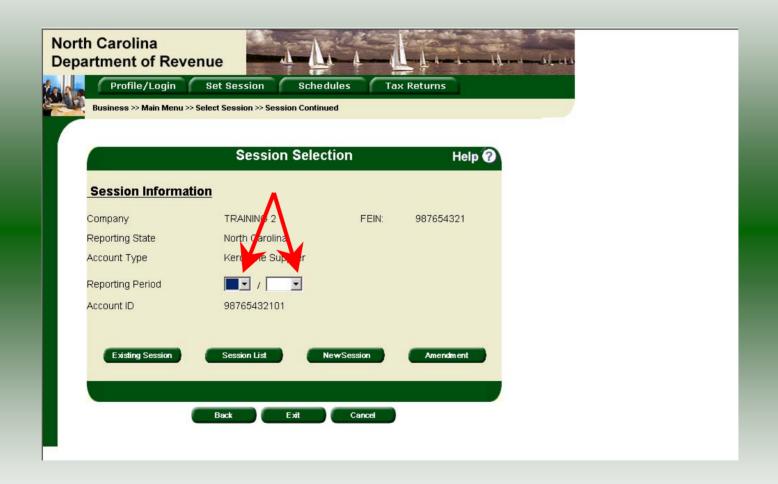
Consolidated button allows the users to print one return displaying the original filed return and all amended returns that were processed for the filing period session.



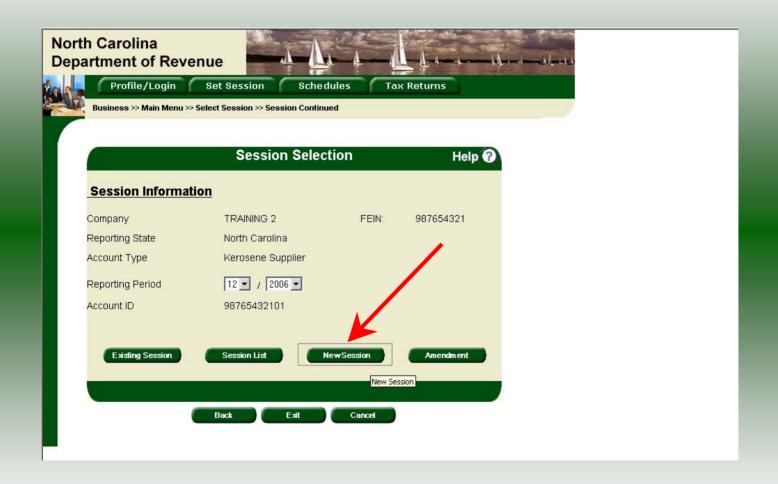
You must set the tax return session before proceeding. Click on the **Set Session** tab across the top of the screen.



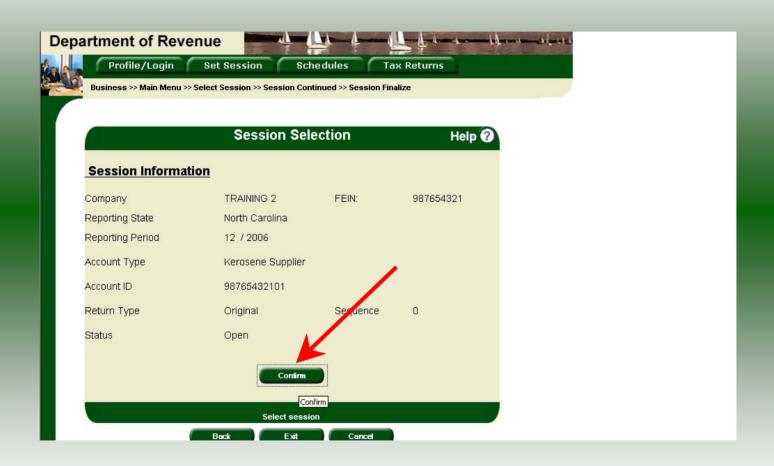
The Session Selection screen is displayed. Click on **Account Type** and then scroll down the returns list until the **Kerosene Supplier** is highlighted. Left click.



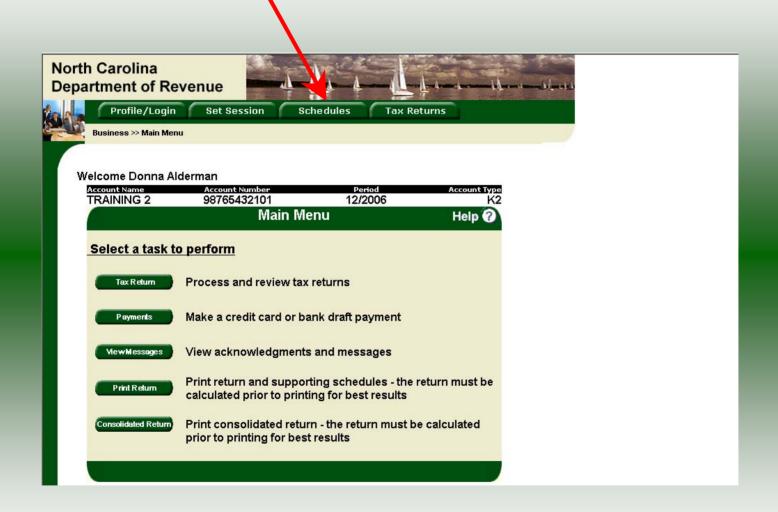
The **Session Selection** screen is displayed. Click the drop down arrow for **Month** and **Year** for the Reporting Period.



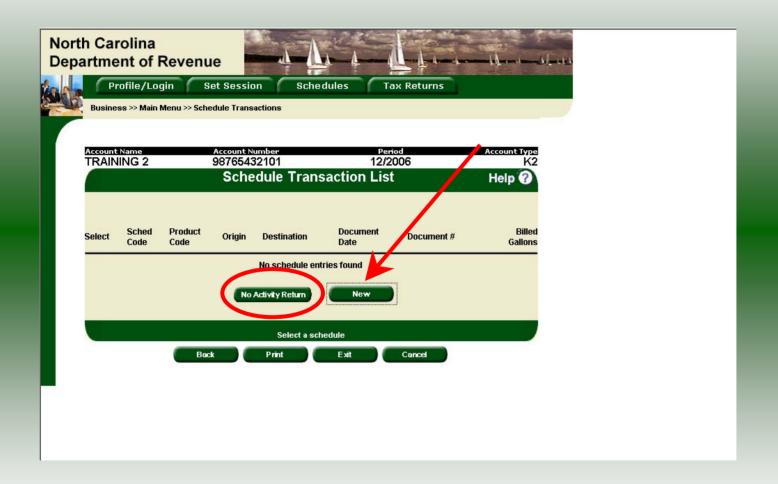
Verify the return period and click **New Session** to start entering the return information.



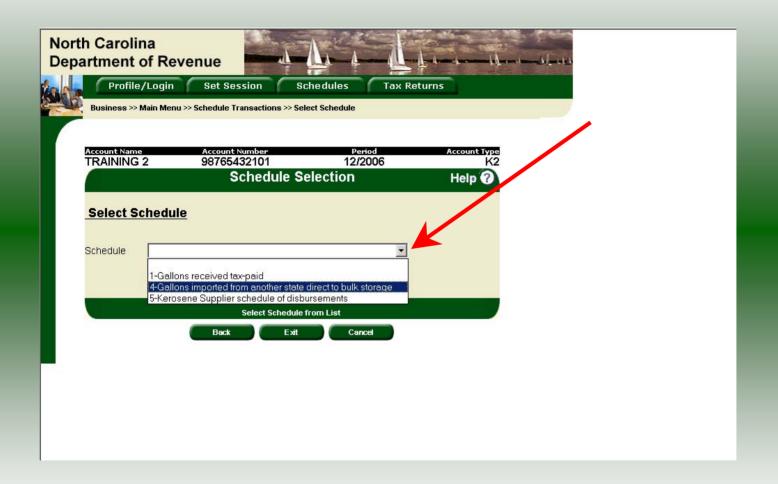
The **Session Information** screen is displayed. Review the Reporting Period and Account Type to ensure that the correct session was set. Click **Confirm**.



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 **Schedules** tab at the top of the screen.



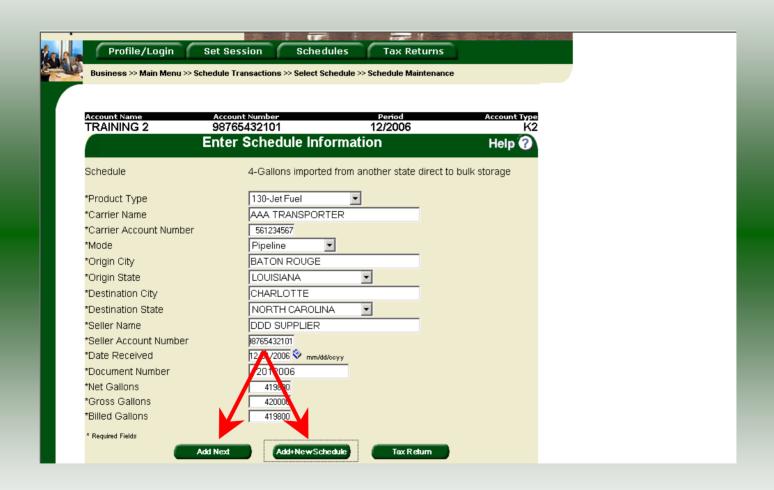
The **Schedules Transaction List** screen is displayed. To file a "No Activity Return" click the **No Activity Return** button. To enter schedule data click **New**.



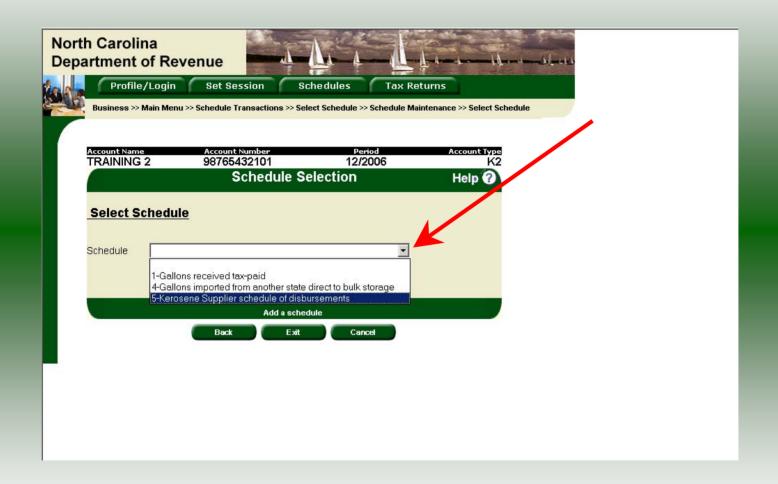
The **Schedules Selection** screen is displayed. Click the down arrow and select the applicable schedule.

			The second second
Profile/Login	Set Session Sched	lules Tax Returns	
	chedule Transactions >> Select S	ahadala SS Cabadala Maiataaa	
Business >> Main Menu >> 5	cnedule Transactions >> Select S	cnedule >> Schedule Maintenan	ce
Account Name	Account Number	Period	Account Type
TRAINING 2	98765432101	12/2006	K2
	Enter Schedule Infe	ormation	Help 🕜
Schedule	4-Gallons importe	ed from another state direct	to bulk storage
*Product Type	130-Jet Fuel	<u> </u>	
*Carrier Name	AAA TRANSPOR	TER	
*Carrier Account Number	561234567		
*Mode	Pipeline	▼	
*Origin City	BATON ROUGE		
*Origin State	LOUISIANA	V	
*Destination City	CHARLOTTE		
*Destination State	NORTH CAROLIN	√A ▼	
*Seller Name	DDD SUPPLIER		
*Seller Account Number	8765432101		
*Date Received	12/01/2006 🧇 mm/dd	i/ccyy	
*Document Number	12012006		
*Net Gallons	419800		
*Gross Gallons	420000		
*Billed Gallons	419800		
* Required Fields			
	Add Next Add+NewSch	nedule Tax Return	

Enter information as requested on this screen. Please note: All information is required. Also pay close attention to the date format. You must enter the date as follows: mm/dd/ccyy.



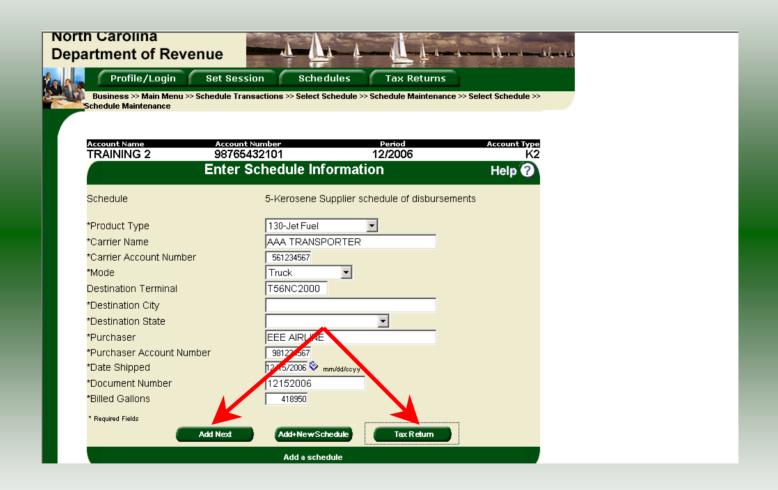
If more entries need to be added for the schedule click **Add Next**. Once all entries have been added for the schedule and additional schedules are to be reported click **Add + New Schedule**.



The **Schedules Selection** screen is displayed. Click the down arrow and select the applicable schedule.

Business >> Main Menu >> Schedule Transactions >> Select Schedule >> Schedule Maintenance >> Select Schedule >> Schedule Account Type	rth Carolina partment of Reven	110		17	
Business >> Main Menu >> Schedule Transactions >> Select Schedule >> Schedule Maintenance >> Select Schedule >> Schedule			Schadulas	Tay Poturns	
Account Name Account Number Period Account Tyre TRAINING 2 98765432101 12/2006 K Enter Schedule Information Help ? Schedule 5-Kerosene Supplier schedule of disbursements *Product Type 130-Jet Fuel	Business >> Main Menu >> Scl				
TRAINING 2 98765432101 12/2006 K Enter Schedule Information Schedule 5-Kerosene Supplier schedule of disbursements *Product Type *Carrier Name *Carrier Name *Carrier Account Number *Carrier Account Number *Mode Destination Terminal *Destination City *Destination State *Purchaser *Purchaser *Purchaser Account Number *Purchaser Account Number *Document Number *Billed Gallons *Required Fields	Schedule Maintenance				
TRAINING 2 98765432101 12/2006 K Enter Schedule Information Schedule 5-Kerosene Supplier schedule of disbursements *Product Type *Carrier Name *Carrier Name *Carrier Account Number *Carrier Account Number *Mode Destination Terminal *Destination City *Destination State *Purchaser *Purchaser *Purchaser Account Number *Purchaser Account Number *Document Number *Billed Gallons *Required Fields	Account Name	Account Number		Period	Account Tyr
Schedule 5-Kerosene Supplier schedule of disbursements *Product Type	TRAINING 2	98765432101	and the same of th	2/2006	K
*Product Type		Enter Schedul	e Informatio	n	Help 🕜
*Carrier Name AAA TRANSPORTER *Carrier Account Number 561234567 *Mode Truck Destination Terminal T56NC2000 *Destination State *Purchaser *Purchaser Account Number 981234567 *Date Shipped 12/15/2006 mm//dd/ceyy *Document Number 12152006 *Billed Gallons 418950 * Required Fields	Schedule	5-Keros	ene Supplier sche	dule of disburse	ements
*Carrier Account Number *Mode Destination Terminal *Destination City *Destination State *Purchaser *Purchaser Account Number *Purchaser Account Number *Date Shipped *Document Number *Billed Gallons *Required Fields	*Product Type	130-Jet	Fuel <u></u>		
*Mode Truck Destination Terminal T56NC2000 *Destination City *Destination State *Purchaser *Purchaser *Purchaser Account Number *Purchaser Account Number *Date Shipped 12/15/2006 mm/dd/ceyy *Document Number 12152006 *Billed Gallons 418950 * Required Fields	*Carrier Name	AAA TR	ANSPORTER		
Destination Terminal *Destination City *Destination State *Purchaser *Purchaser Account Number *Date Shipped *Document Number *Document Number *Billed Gallons *Required Fields	*Carrier Account Number	5612345	67		
*Destination City *Destination State *Purchaser *Purchaser Account Number *Date Shipped *Document Number *Document Number *Billed Gallons *Required Fields	*Mode	Truck			
*Destination State *Purchaser *Purchaser Account Number *Purchaser Account Number *Date Shipped *Document Number *Billed Gallons *Required Fields	Destination Terminal	T56NC	2000		
*Purchaser EEE AIRLINE *Purchaser Account Number 981234567 *Date Shipped 12/15/2006 mm/dd/ccyy *Document Number 12152006 *Billed Gallons 418950 * Required Fields	*Destination City				
*Purchaser Account Number 981234567 *Date Shipped 12/15/2006 ♥ mm/dd/coyy *Document Number 12152006 *Billed Gallons 418950 * Required Fields	*Destination State			•	
*Date Shipped 12/15/2006 mm/dd/ccyy *Document Number 12152006 *Billed Gallons 418950 * Required Fields	*Purchaser	EEE AIF	RLINE		
*Document Number 12152006	*Purchaser Account Numbe				
*Billed Gallons 418950 * Required Fields	*Date Shipped	12/15/200	06 🍫 mm/dd/ccyy		
* Required Fields	*Document Number	121520	06		
	*Billed Gallons	41895	50		
Add Next Add+NewSchedule Tax Return	* Required Fields				
	Ac	dd Next Add+N	lewSchedule	Tax Return	

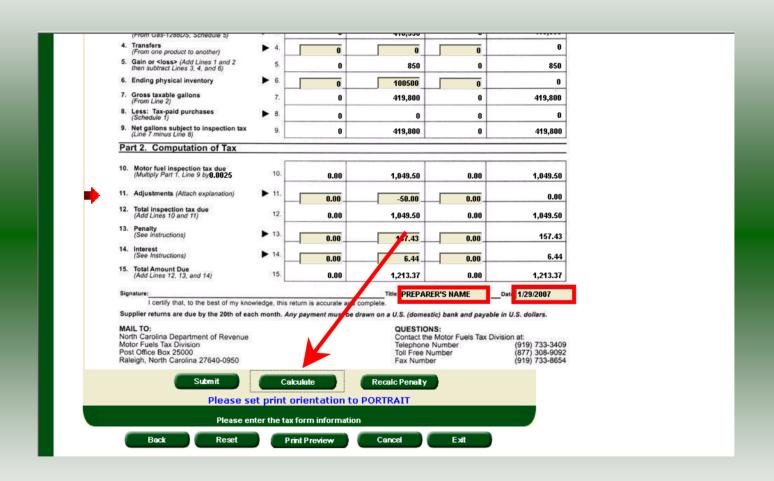
Enter information as requested on this screen. Enter information on this screen using the same instructions as on Page 22.



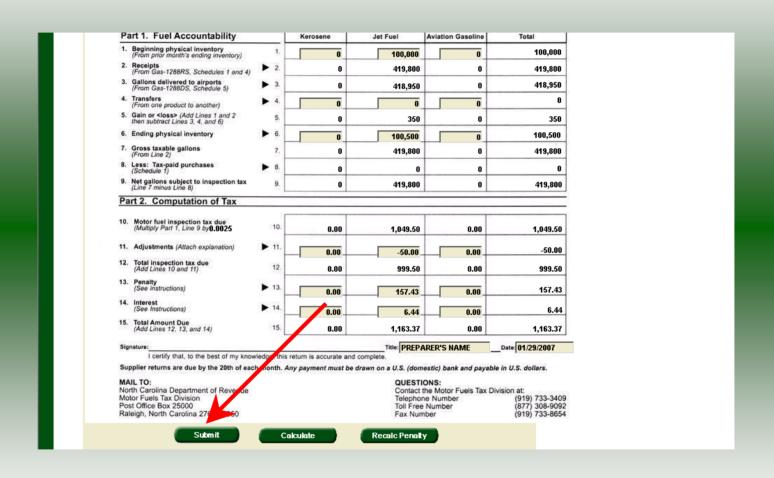
If more entries need to be added for the schedule click **Add Next**. Once all schedules have been added click **Tax Return**.

Return:Step 1 of 1 (Pag	e 1)				
Gas-1288	120		W 42 5		
Web 1-05	Nort	erosene Sup th Carolina Depart	ment of Revenue		MFD
Legal Name (First 30 Characters) (USE CAPITAL LETTERS. TRAINING 2	FOR YOUR	NAME AND ADDRESS)		Fill o applica	able circles:
Trade Name	1000			Actress ha	s changed since prior return
TRAINING 2				O An ended n	eturn
Street Address		County		Final return	for closed business
Mailling Address				Acce 9876543210	ount Number
City		State	Zip Code (First 5 digits)	Retur	n for Month of
Name of Contact Person		Phone Number	Fax Number	12	- 2006
PREPARER'S NAME		(919)733-3409	(919)733-8654	(Month)	(Year)
Part 1. Fuel Accountability		Kerosene	Jet Fuel	Aviation Gasoline	Total
Beginning physical inventory (From prior month's ending inventory)	1.	0	100000	0	0
 Receipts (From Gas-1288RS, Schedules 1 and 4) 	▶ 2.	0	419,800	0	419,800
 Gallons delivered to airports (From Gas-1288DS, Schedule 5) 	▶ 3.	0	418,950	0	418,950
4. Transfers (From one product to another)	▶ 4.	0	0	0	0
 Gain or <loss> (Add Lines 1 and 2 then subtract Lines 3, 4, and 6)</loss> 	5.	0	850	0	850
6. Ending physical inventory	▶ 6.	0	100500	0	0
7. Gross taxable gallons (From Line 2)	7.	0	419,800	0	419,800
8. Less: Tax-paid purchases (Schedule 1)	▶ 8.	0	0	0	0
Net gallons subject to inspection tax (Line 7 minus Line 8)	9.	0	419,800	0	419,800

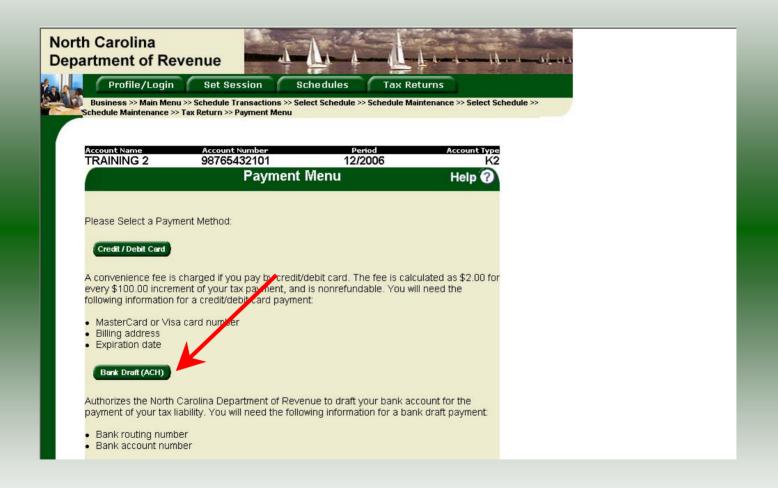
Enter the **Contact Name** located under the address information and then moving to the check boxes in the upper right-hand corner of the return. Next enter the **Beginning Inventory**, **Transfers**, and **Ending Inventory**. Scroll down to **Line 11**.



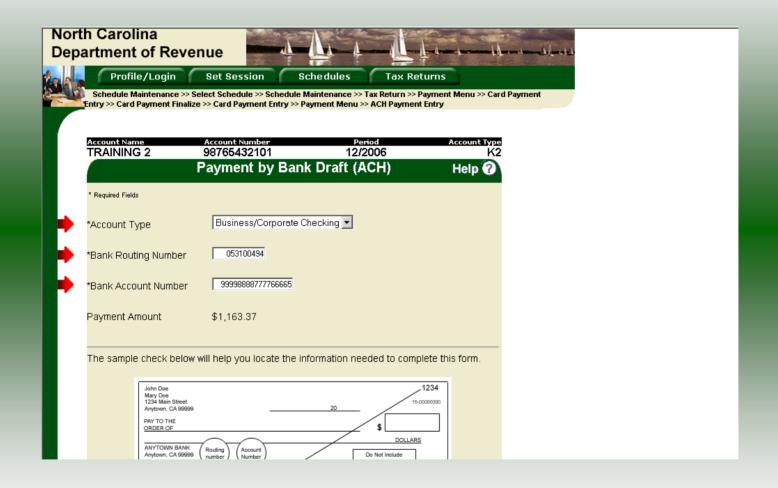
Enter any adjustments to your tax liability on **Line 11.** Refer to the return instructions for qualifying adjustments. Next enter the **Title** and **Date**. Click **Calculate**.



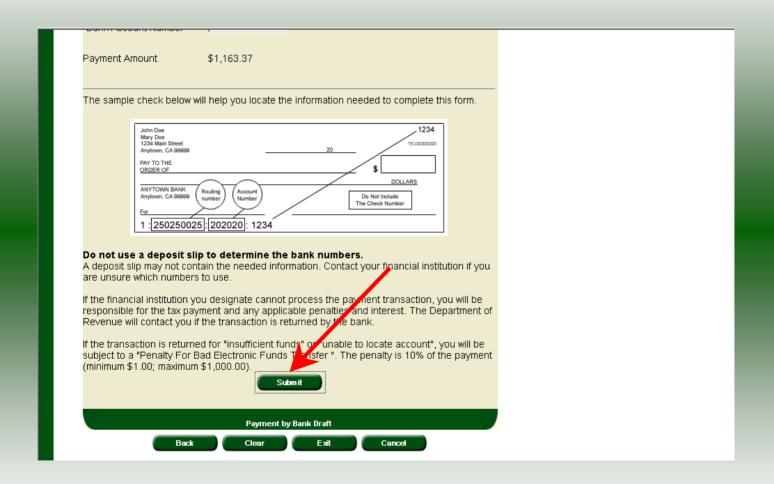
The calculated return will display for review. Please note **Lines 13 & 14**. Penalty is calculated if the return is filed and paid late. Click **Submit**.



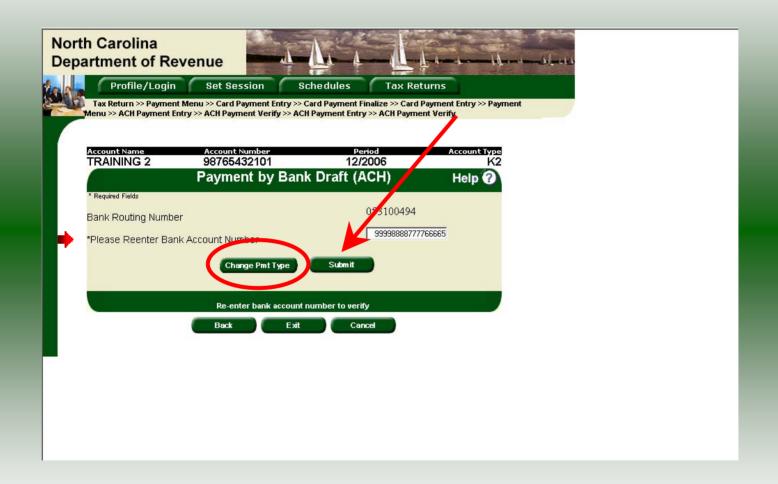
The **Payment Menu** is displayed. Instructions will be provided for paying by Credit/Debit Card and Bank Draft. To pay by bank draft select **Bank Draft**.



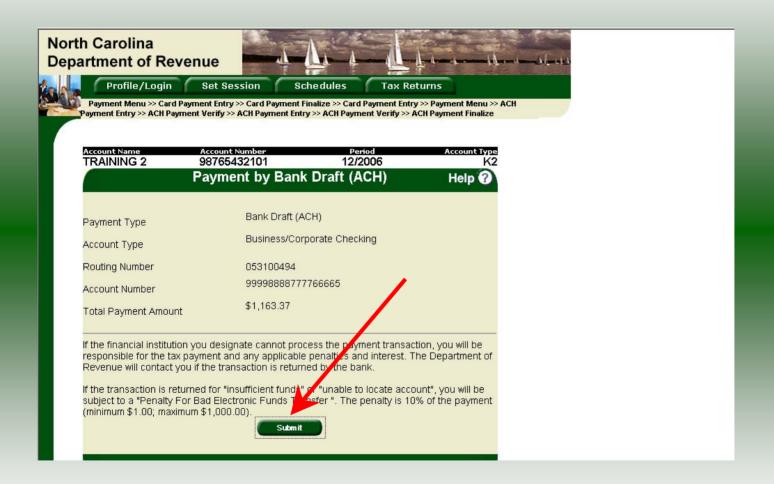
Enter the **Account Type**, **Bank Routing Number**, and **Bank Account Number**. There is no fee for payment by bank draft. Instructions are provided on the screen to identify the Bank Routing Number and the Account Number as displayed on the check.



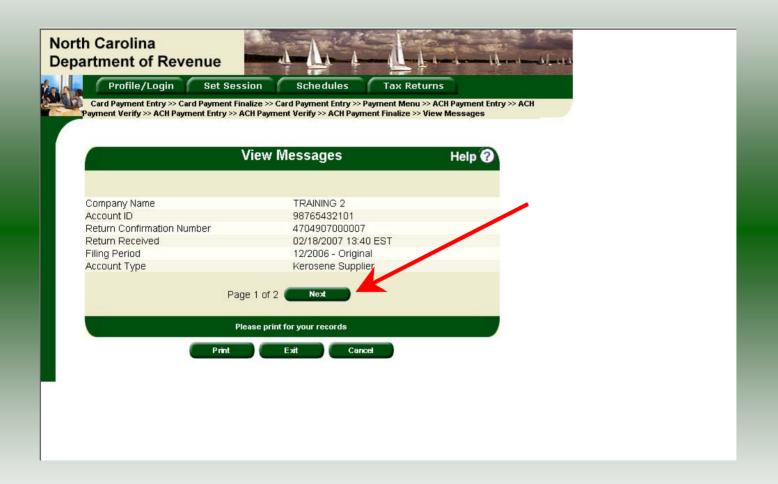
After entering the bank account information scroll to the bottom of the page and click **Submit**.



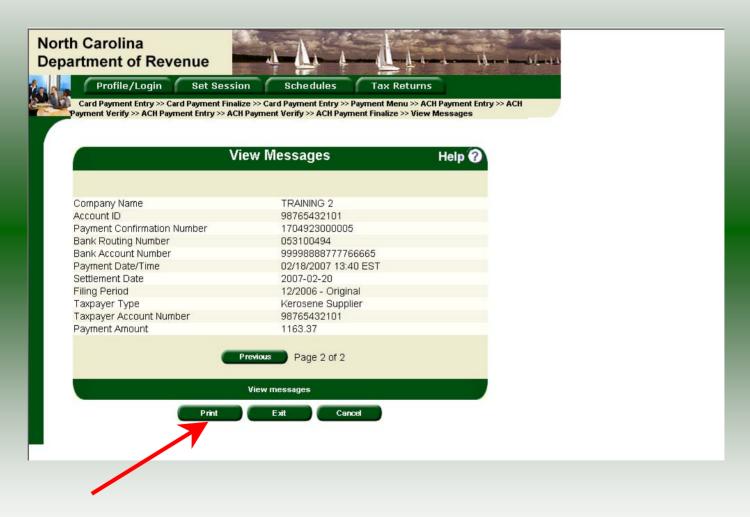
The **Payment Verification** screen is displayed. Re-enter the **Bank Account Number.**There are now two options: **Change Payment Type** or **Submit** the payment using the bank draft. Click **Submit** to continue the bank draft payment.



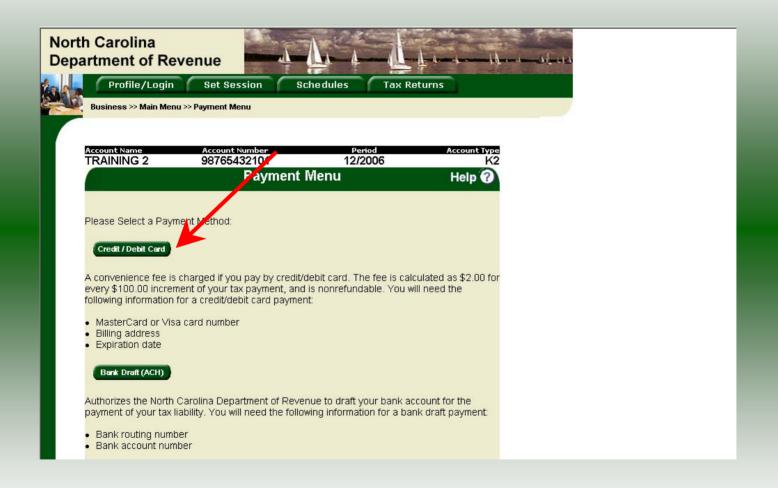
The **Payment Verification** screen is displayed. Click **Submit** to complete the payment and display the **Return Confirmation** screen.



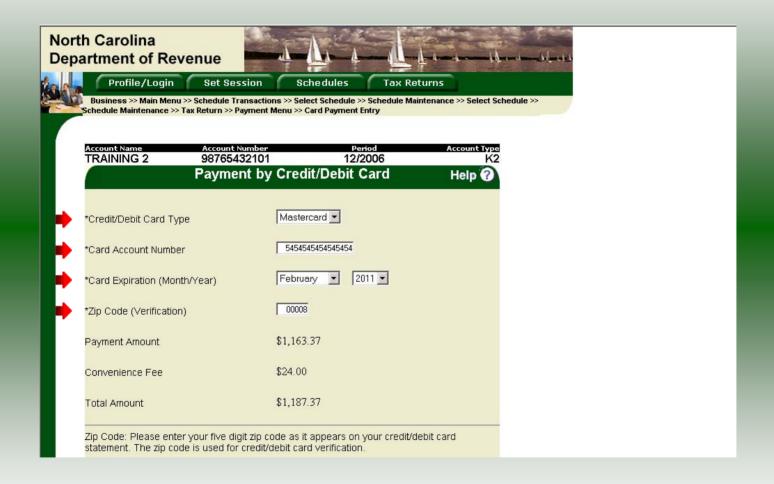
The **Return Confirmation Message** will display. Click **Next** to view the payment confirmation. Click the **Print** button to print this message for your records.



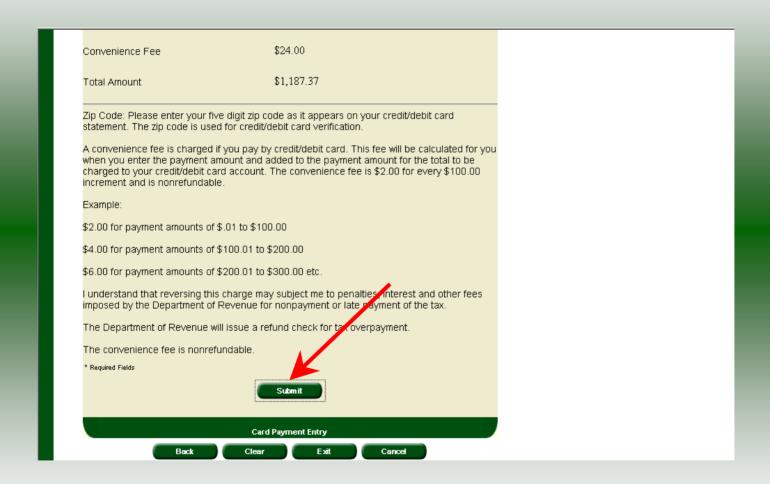
The **Payment Confirmation Message** will display. Click the **Print** button to print this message for your records. Click **Cancel** to return to the Main Menu to process another return. Click **Exit** to leave the Electronic Filing System.



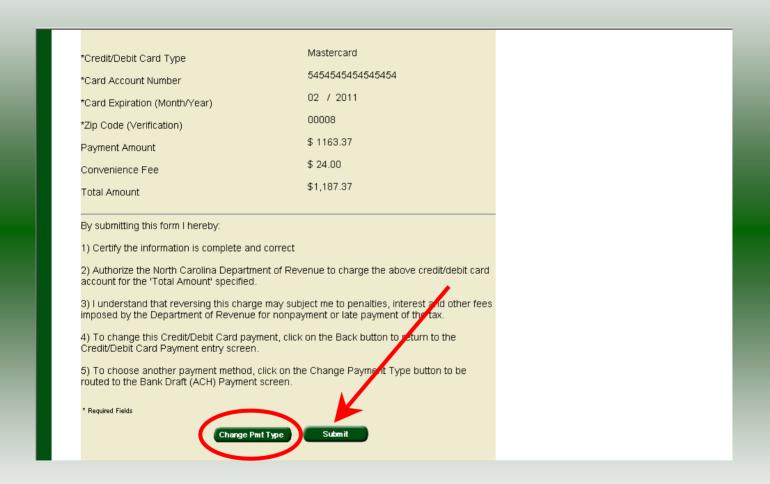
To pay by credit/debit card select the **Credit/Debit Card** button from the **Payment Menu** screen.



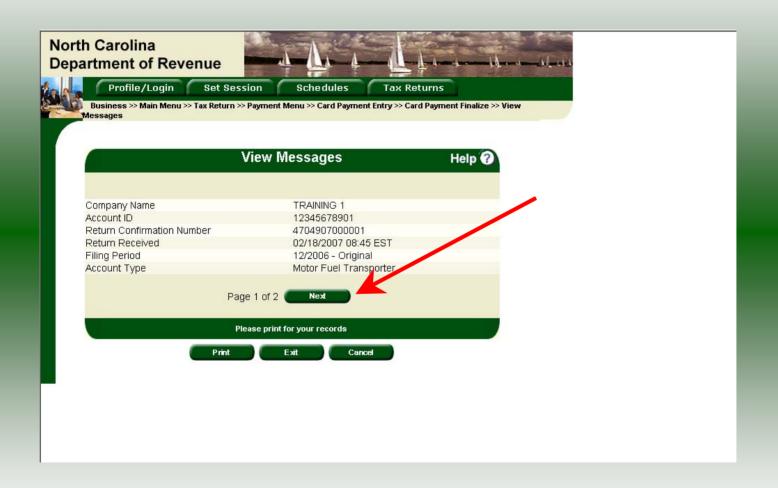
To pay by Credit/Debit Card, enter the **Card Type**, **Card Account Number**, **Card Expiration Date**, and the **Zip Code** of the address where the credit card statement is mailed. For all Credit/Debit payments a \$2.00 per \$100.00 increment is charged.



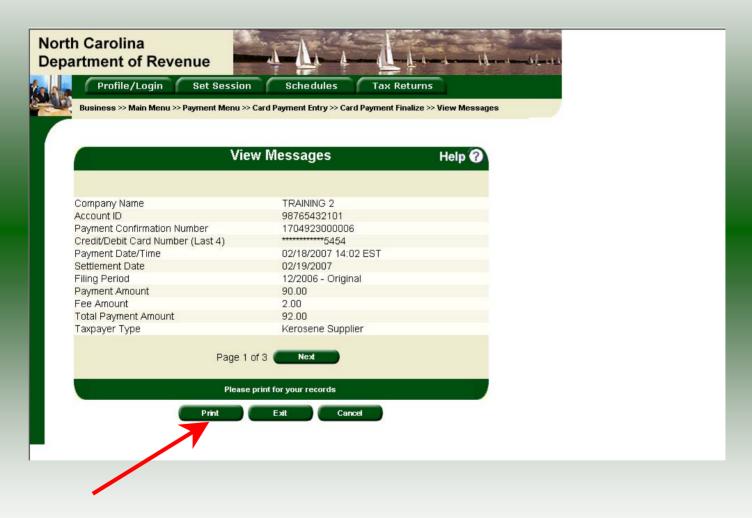
After entering the credit card information scroll to the bottom of the page and click **Submit**.



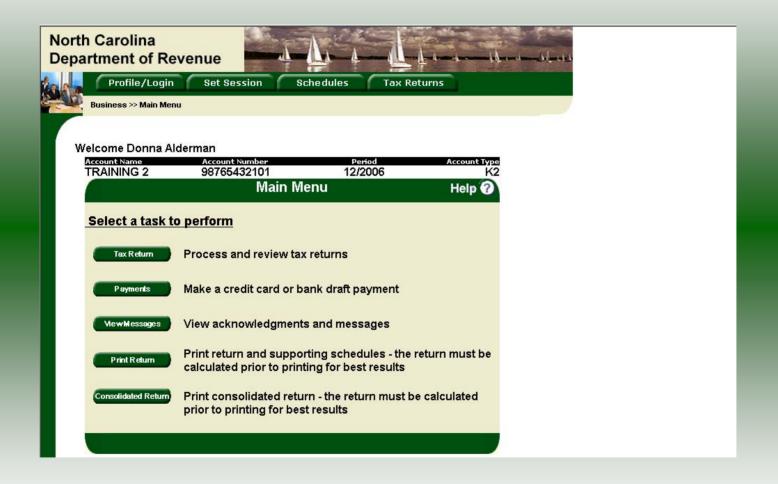
The **Payment Verification** screen is displayed. There are two options: **Change Payment Type** or **Submit** the payment using the credit/debit card. Click **Submit** to complete the payment and display the **Return Confirmation** screen.



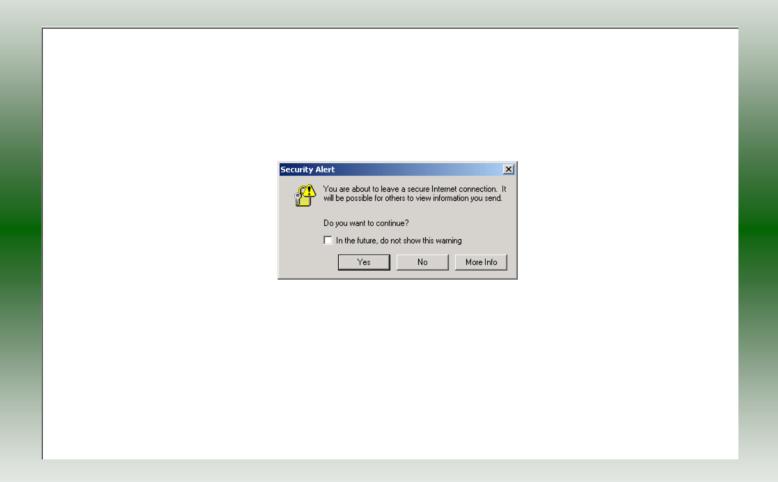
The **Return Confirmation Message** will display. Click **Next** to view the payment confirmation. Click the **Print** button to print this message for your records.



The **Payment 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.



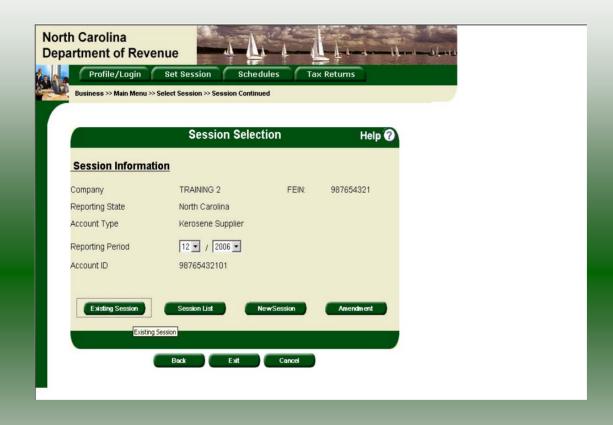
If **Cancel** is selected the Main Menu screen is displayed. A new session must be set to continue processing returns.



Click **Exit** to exit the Fuel Tracking System. A dialog box will display asking if you want to leave the secure internet connection. Click **YES**.



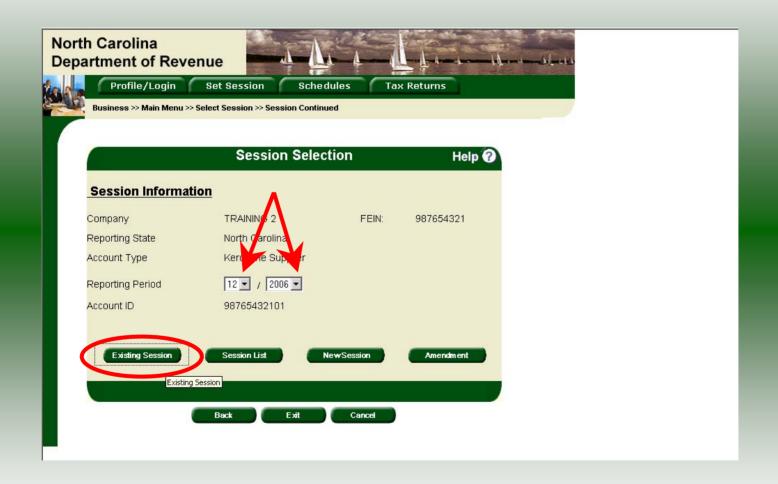
The Department of Revenue website Main screen is displayed. You have successfully filed your **Gas-1288 Kerosene Supplier** return.



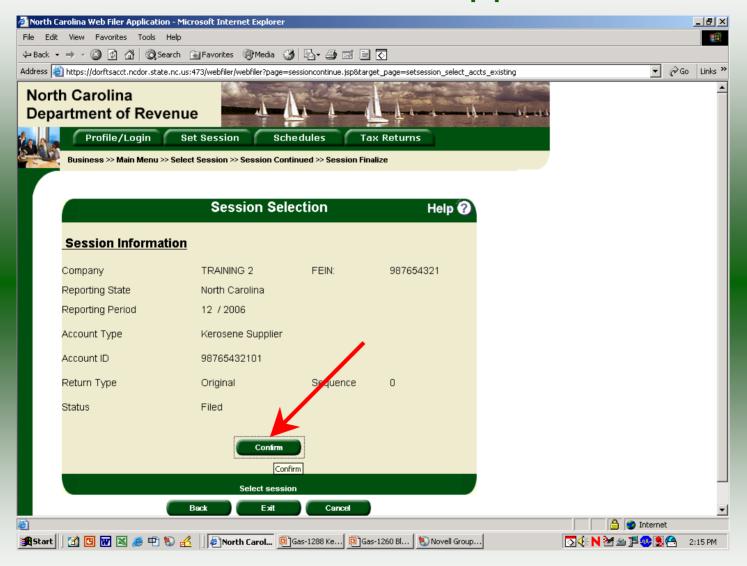
In the previous screens, instructions were provided to set a new session and complete a return. The Session Selection Screen allows access to view open or filed sessions as well as create an amended session. The options available are listed below.

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

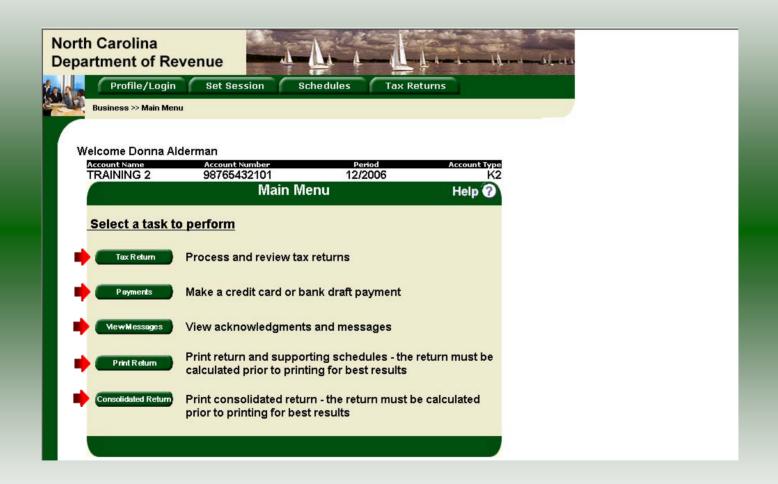
The following screens provide instructions for each of these functions.



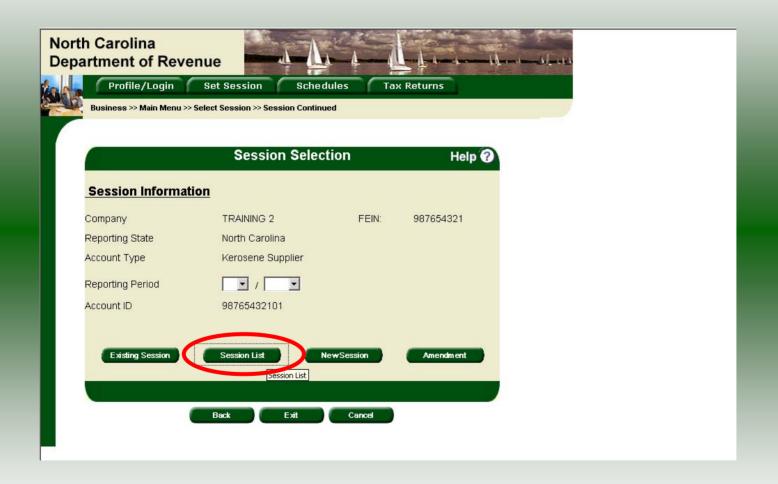
To view an existing session, at the **Session Selection** screen click the drop down arrow for **Month** and **Year** for the Reporting Period. Click **Existing Session**.



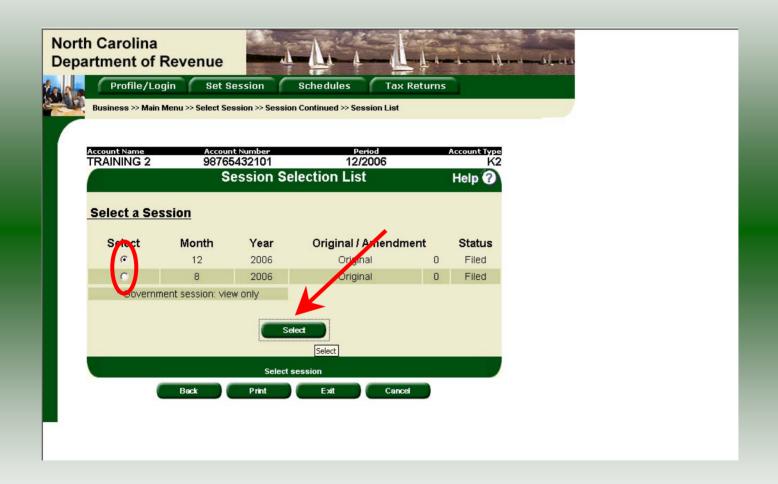
The **Session Selection Information** screen is displayed. Please note the **Status**. If this is Filed you may only view the information. If the status is Open you may modify the information. Click **Confirm**.



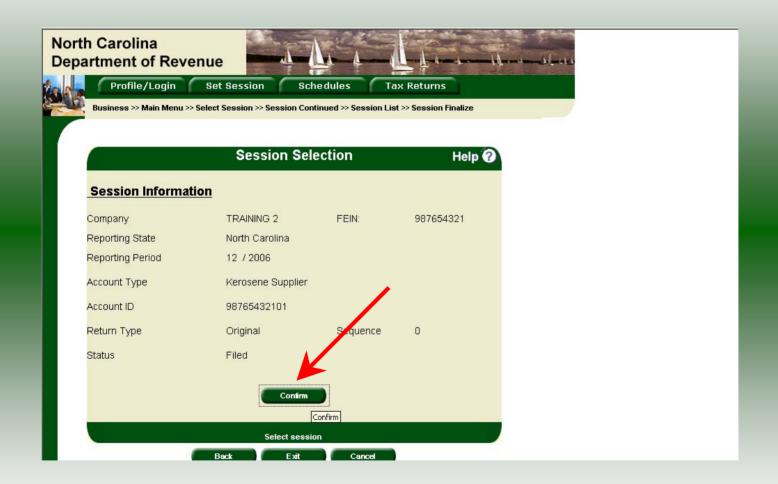
The **Main Menu** screen is displayed. You may view your return by clicking **Tax Return**, make a payment by clicking **Payment**, view messages by clicking **View Messages**, print the return by clicking **Print Return**, or view a consolidated return by clicking **Consolidated**



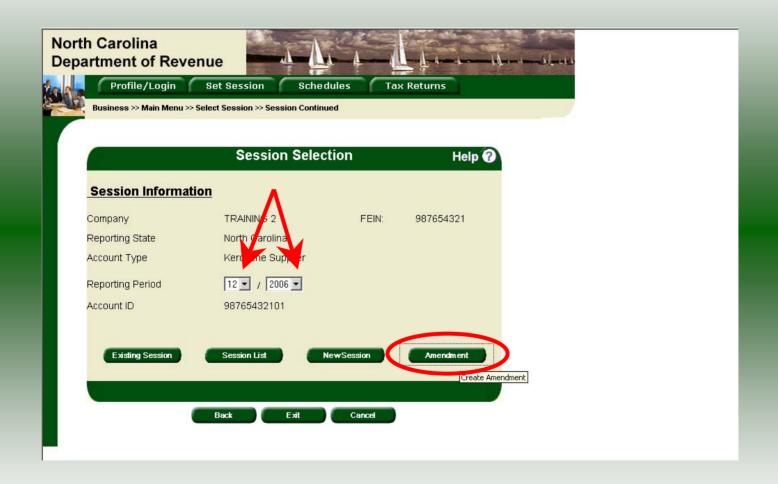
From the **Set Session** screen, to view a list of all returns click **Session List**. No reporting period is required.



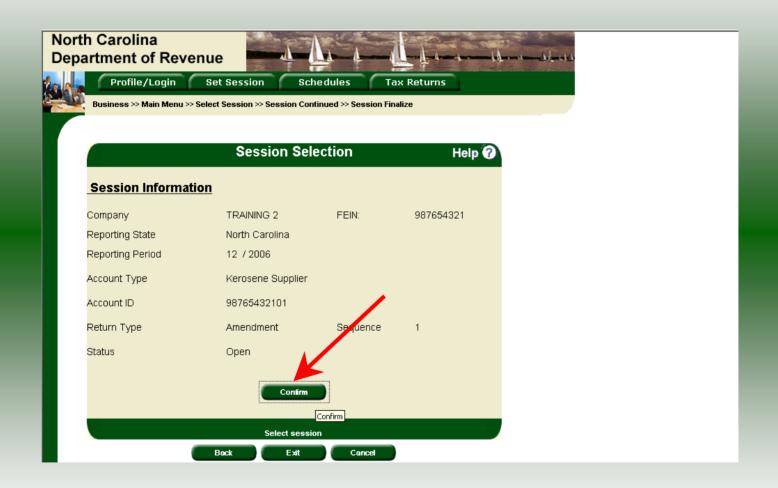
Click the radio button next to the return that you want to view. Click **Select**. Please note that the returns highlighted in grey were processed by the Motor Fuels Tax Division. The return not highlighted was submitted online by the taxpayer.



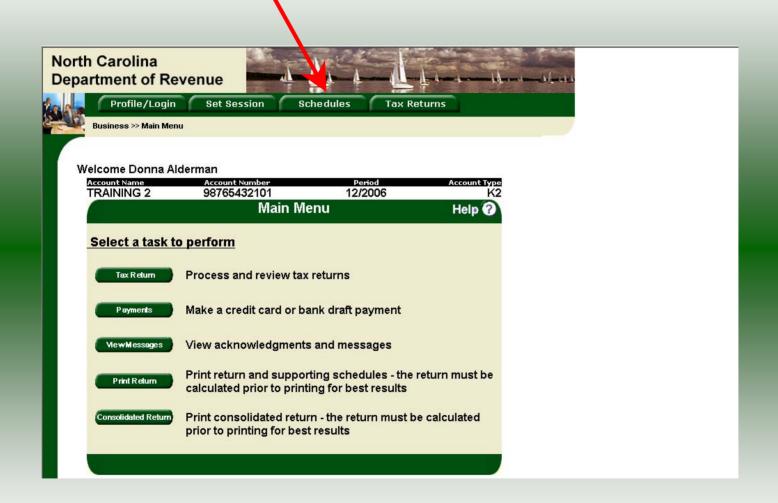
The **Session Information** screen is displayed. Review the Reporting Period and Account Type to ensure that the correct session was set. Click **Confirm** to view the return.

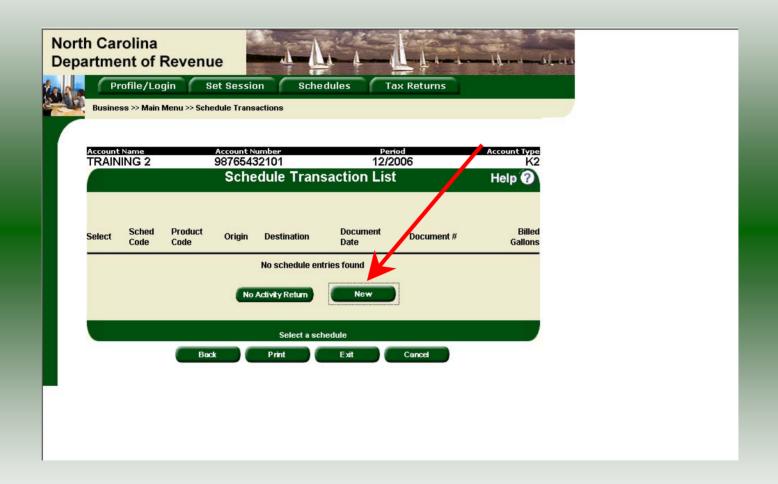


Amend a previously filed return: At the **Session Selection** screen click the drop down arrow for **Month** and **Year** for the Reporting Period. Click **Amendment**.

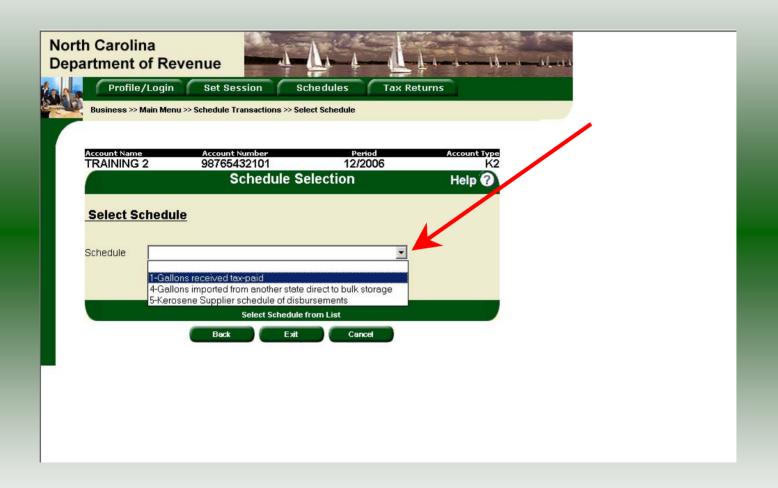


The **Session Information** screen is displayed. Review the Reporting Period and Account Type to ensure that the correct session was set. **Note: The sequence is 1 indicating an amended return.** Click **Confirm** to amend the return.

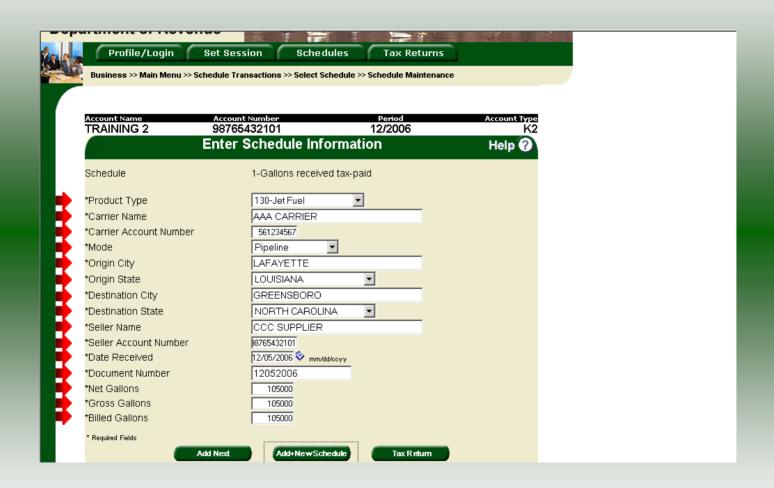




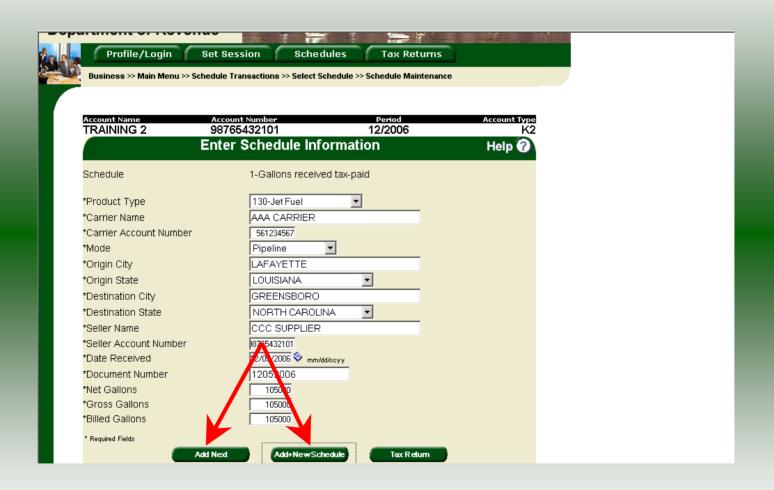
The **Schedule Transaction List** screen is displayed. To enter schedule data click **New**.



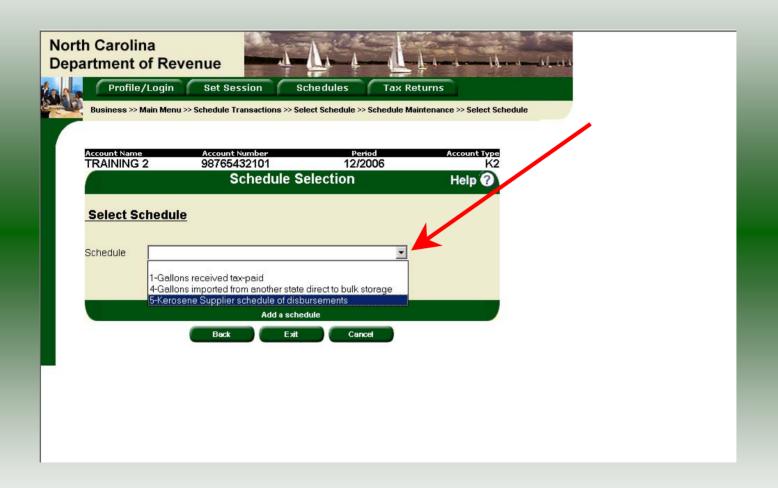
The **Schedules Selection** screen is displayed. Click the down arrow and select the applicable schedule.



Enter information as requested on this screen. Please note: To remove an entry that was included on the original return, re-enter the data that needs to be deleted and place a minus (-) in front of the gallons.



If more entries need to be added for the schedule click **Add Next**. To save this record and enter data for a different schedule click **Add + New Schedule**.



The **Schedules Selection** screen is displayed. Click the down arrow and select the applicable schedule.

orth Carolina epartment of Reven	ue la				
	100000000000000000000000000000000000000	chedules Ta	x Returns		
Business >> Main Menu >> Sch			_	· Select Schedule >>	>
Schedule Maintenance					
Account Name	Account Number	Peri		Account Type	
TRAINING 2	98765432101	12/20	006	K2	2
	Enter Schedule	Information		Help 🕜	
Schedule	5-Kerose	ene Supplier schedule	e of disburseme	nts	
*Product Type	130-Jet	Fuel 🔻			
*Carrier Name	AAA TR	ANSPORT INC			
*Carrier Account Number	5612345	57			
*Mode	Truck	▼			
Destination Terminal	T56NC2	008			
*Destination City					
*Destination State		*			
*Purchaser	TRIPLE	G AIRLINES			
*Purchaser Account Number					
*Date Shipped	12/31/200	6 mm/dd/ccyy			
*Document Number	123120	06			
*Billed Gallons	11000	ā .			
* Required Fields					
Ad	d Next Add+N	ewSchedule 1	Tax Return		

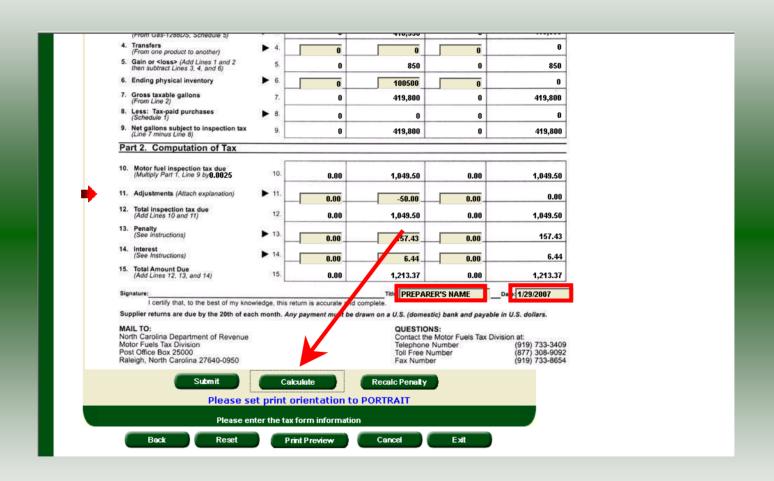
Enter information as requested on this screen. Please note: To remove an entry that was included on the original return, re-enter the data that needs to be deleted and place a minus (-) in front of the gallons.

Business >> Main Menu >> Schedule	Transactions >> Select Schedule	e >> Schedule Maintenance >> :	Select Schedule >>	
Schedule Maintenance				
	unt Number 65432101	Period 12/2006	Account Type K2	
Ente	r Schedule Informa	ation	Help 🕜	
Schedule	5-Kerosene Supplier	schedule of disbursement	's	
*Product Type	130-Jet Fuel			
*Carrier Name	AAA TRANSPORT II	NC NC		
*Carrier Account Number	561234567			
*Mode	Truck			
Destination Terminal	T56NC2008			
*Destination City				
*Destination State		•		
*Purchaser	TRIPLE S AIRLNES	3		
*Purchaser Account Number	971234567			
*Date Shipped	72/31/2006 🍄 mm/dd/cct	уу		
*Document Number	12312006			
*Billed Gallons	110000			

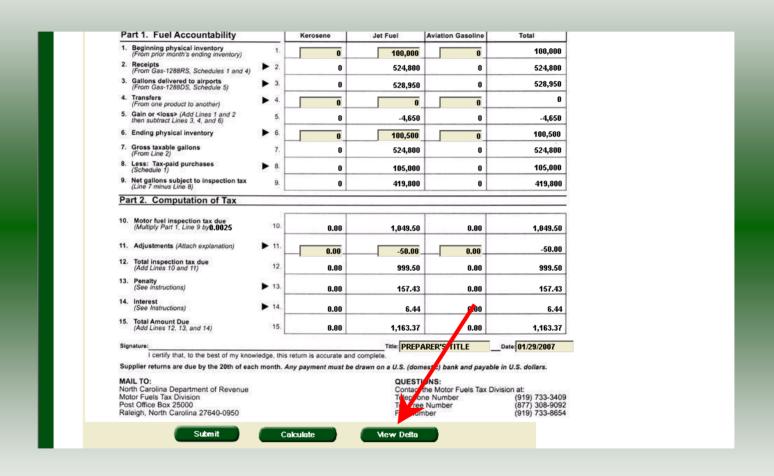
If more entries need to be added for the schedule click **Add Next**. Once all information is added for all schedules click **Tax Return**.

Gas-1288 Web	ĸ	erosene Supp	lier Return		
1-05		h Carolina Departi			V
					MFD
Legal Name (First 30 Characters) (USE CAPITAL LETTERS : TRAINING 2	FOR YOUR	NAME AND ADDRESS)		Fill in applicabl	e circles:
Trade Name	• • •	* * * * * *			changed since prior return
TRAINING 2					
Street Address		County		Amended retu	633
				Final return fo	r closed business
Mailing Address				Accou	nt Number
				98765432101	200 - 200 -
City		State	Zip Code (First 5 digits)		
				Return	for Month of
Name of Contact Passon		Phone Number	Fax Number	12	- 2006
PREPARER'S NAME			(919)733-8654	(Month)	(Year)
PREPARER S NAME		(919)733-3409	(313)133-0034	(MUNUT)	(rear)
Part 1. Fuel Accountability		(919)733-3409 Kerosene	Jet Fuel	Aviation Gasoline	Total
	1.				
Part 1. Fuel Accountability	1.	Kerosene	Jet Fuel	Aviation Gasoline	Total
Part 1. Fuel Accountability 1. Beginning physical inventory (From prior month's ending inventory) 2. Receipts (From Gas-1288RS, Schedules 1 and 4)		Kerosene 0	Jet Fuel 100,000	Aviation Gasoline	Total 100,000
Part 1. Fuel Accountability 1. Beginning physical inventory (From prior month's ending inventory) 2. Receipts (From Gas-1288RS, Schedules 1 and 4) 3. Gallons delivered to airports (From Gas-1280DS, Schedule 5) 4. Transfers	▶ 2.	Kerosene 0	Jet Fuel 100,000 524,800	Aviation Gasoline	Total 100,000 524,800
Part 1. Fuel Accountability 1. Beginning physical inventory (From prior month's ending inventory) 2. Receipts (From Gas-1288RS, Schedules 1 and 4) 3. Gallons delivered to airports (From Gas-1288DS, Schedule 5) 4. Transfers (From one product to another)	▶ 2.▶ 3.	Kerosene 0 0 0	Jet Fuel 100,000 524,800 528,950	Aviation Gasoline 0 0 0	Total 100,000 524,800 528,950
Part 1. Fuel Accountability 1. Beginning physical inventory (From prior month's ending inventory) 2. Receipts (From Gas-1288RS, Schedules 1 and 4) 3. Gallons delivered to airports (From Gas-1280DS, Schedule 5) 4. Transfers	▶ 2.▶ 3.▶ 4.	Kerosene 0 0 0 0	Jet Fuel 100,000 524,800 528,950 0	Aviation Gasoline 0 0 0 0	Total 100,000 524,800 528,950
Part 1. Fuel Accountability 1. Beginning physical inventory (From prior month's ending inventory) 2. Receipts (From Gas-1288RS, Schedules 1 and 4) 3. Gallons delivered to airports (From Gas-1288DS, Schedule 5) 4. Transfers (From one product to another) 5. Gain or <loss> (Add Lines 1 and 2 then subtract Lines 3, 4, and 6) 6. Ending physical inventory</loss>	2.3.4.5.	Kerosene	Jet Fuel 100,000 524,800 528,950 0 -4,650	Aviation Gasoline 0 0 0 0 0	Total 100,000 524,800 528,950 0 -4,650
Part 1. Fuel Accountability 1. Beginning physical inventory (From prior month's ending inventory) 2. Receipts (From Gas-1288RS, Schedules 1 and 4) 3. Gallons delivered to airports (From Gas-1288DS, Schedule 5) 4. Transfers (From one product to another) 5. Gain or <loss> (Add Lines 1 and 2 then subtract Lines 3, 4, and 6)</loss>	 ▶ 2. ▶ 3. ▶ 4. 5. ▶ 6. 	Kerosene	Jet Fuel 100,000 524,800 528,950 0 -4,650	Aviation Gasoline 0 0 0 0 0 1 0 1	Total 100,000 524,800 528,950 0 -4,650 100,500

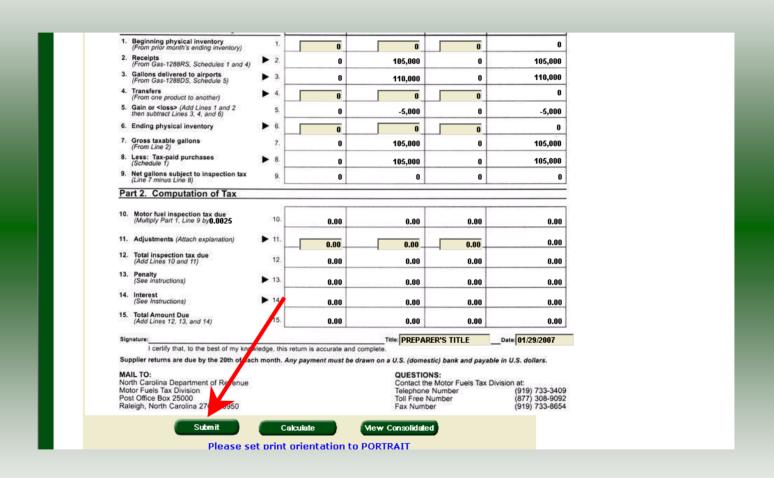
Enter the **Contact Name** located under the address information Next enter any adjustments to the **Beginning Inventory**, **Transfers**, and **Ending Inventory**. Scroll down to **Line 11**.



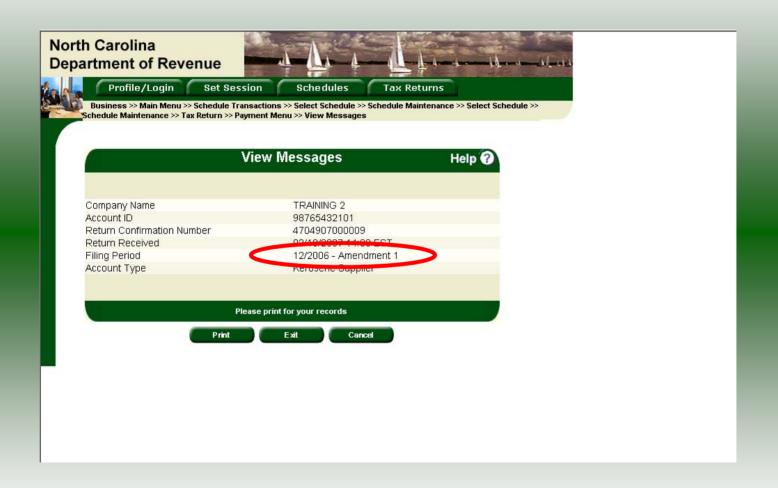
Enter any changes to the adjustments on **Line 11**. Refer to the return instructions for qualifying adjustments. Next enter the **Title** and **Date**. Click **Calculate**.



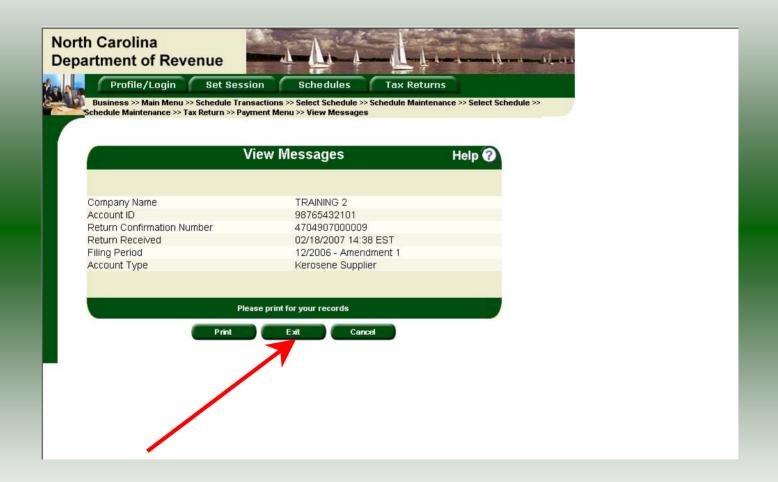
The calculated return will display for review. Once this is complete the return should display the original data and any corrections. To view only the changes made on the amended return click **View Delta**.



After verifying the gallons click **Submit**. If additional taxes are due, follow the instructions beginning on **Slide 30**.



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.