ALABAMA FUEL TAX REPORTING

To be able to create the State Fuel Tax Report, you always run the main 'Fuel Tax Calculate' first. Each state tax module has it's own state-specific calculation process. All tax and audit reports are printed from information from this master calculated file. These reports contain both taxable and non-taxable transactions. The file is replaced with new data every time the 'Fuel Tax Calculate' is run.

 Step 1 - Fuel Tax Calculate Jobber, Fuel Tax Reporting, Fuel Tax Calculate 1. Select '3' for both Current and History. 2. Enter today's date. 3. Select '1' for Range of Dates. 4. Enter the current month date range. 5. Select 'Y' for Detail Sales Tax Report. 6. Select 'Y' to view the report. 	Display report on screen Search files: 1 = Current 2 = History 3 = Both 3 1 Enter report date 02/01/2018 2 Select range: 1 Dates 2 Batchs 3 Both 1 3 Enter date range 01/01/2018 01/31/2018 Enter batch range 4 Calculate for the detail sales tax report? (Y/N) ¥ 5 Is everything ok? (Y/N/P=Printer/Q=Quit) ¥
Report Sample	Time: 12:24:16 Fuel Tax Report from 12/01/2018 to 12/31/2018 1 Date Range: 12/01/2018 to 12/31/2018
The reports prints Taxable, Non-Taxable and Total gallons by tax code. It also prints the	Tax Code 1 Federal Gasoline Tax 18.4000 Product Type GAS Tax Gal Ntx Gal Tot Gal Tax Col/Pd Tax Calc Sales Basis 55149.0 0.0 55149.0 10147.41 10147.42
total tax by tax code.	Receipts Basis 55149.0 0.0 55149.0 10147.41
	Tax Code 2 Federal Diesel Tax 24.4000 Product Type DIE
	Tax Gal Ntx Gal Tot Gal Tax Col/Pd Tax Calc Sales Basis 1194.0 0.0 1194.0 291.34 291.34 Receipts Basis 1194.0 0.0 1194.0 291.34
	Tax Code 8 Texas Gasoline Tax 20.0000 Product Type GAS
	Tax Gal Ntx Gal Tot Gal Tax Col/Pd Tax Calc Sales Basis 55149.0 0.0 55149.0 11029.80 11029.80 Receipts Basis 55149.0 0.0 55149.0 11029.80

Step 2 - Calculate State Taxes 1. Calculate and Create Alabama Report Files Jobber, Fuel Tax Reporting, Other State 2. Motor Fuels Tax Return Module 3. Gasoline Tax Return 4. Monthly Lubricating Oils Report 5. Report on Inspection Fees 1. Enter 'AL' in the state Prompt 6. City and County Reports 7. Browse/Fix Report Schedule Data 2. Select option '1' - *Calculate and Create* I. Install Program Alabama Report Files. Q. Return to Main Menu 3. Press Enter to confirm that you ran the initial tax calculation from the Step 1. Select An Option 1 4. Enter a specific the fuel vendor or leave this blank to calculate all vendors. 5. Enter the range of dates. You Must Run the Regular Calculate Program before Running this Program 6. Enter 'Y' to calculate the data. Enter vendor name for bulk sales CHEVRON 3 Enter range of dates for bill of ladings 07/01/2020 07/31/2020 4 Ready to calculate Alabama Taxes? (Y/N/Q) Y 5

Step 3 - Motor Fuels Tax Return Jobber, Fuel Tax Reporting, Other State Module, Motor Fuels Tax Return

- 1. Verify your company name.
- 2. Enter the month and year.
- 3. Enter 'Y' for a detail Receipts report.
- 4. Enter 'Y' for a detail Sales report.
- 5. Enter the month end date for the report date.
- 6. Enter 'Y' to print the report.

Verify	y yo	ur nar	ne	PE	TRO-DAT	A		
Enter	the	month	n/yea	r 07	/2020 🌔	2		
Detail	L Re	ceipt	Sche	dules	Y	3		
Detail	L Sa	les So	chedu	les	Y	4		
Verify	Re	port I	Date		07/31/	2020	5	
Ready to print? (Y/N/Q) Y								
Date: 08/33 Time: 12:45	1/2020 5:41	SCHEDULS	5 a - Tax	FREE RECEI 07/20	PTS OF GASOLI 20	NE FUEL	07/31/2020	Page No. 1
Date: 08/33 fime: 12:45 COMPANY	L/2020 5:41 PETRO-	SCHEDUL	5 a - Tax	FREE RECEI 07/20	PTS OF GASOLI 20	NE FUEL	07/31/2020	Page No. 1
Date: 08/3] ime: 12:45 COMPANY VENDOR	L/2020 5:41 PETRO- TRM	SCHEDULH DATA LICENSE	S A - TAX STATE	FREE RECEI 07/20 BOL	PTS OF GASOLI 20 BOLDATE	NE FUEL ITEM	07/31/2020 TYP	Page No. 1 NTX GAL
Date: 08/31 fime: 12:45 COMPANY VENDOR COLONI	1/2020 5:41 PETRO- TRM BA	SCHEDULI DATA LICENSE	state al	FREE RECEI 07/20 BOL 6146175	PTS OF GASOLI 20 BOLDATE 03/07/2007	NE FUEL ITEM NL	07/31/2020 TYP GAS	Page No. 1 NTX GAL 958.00
Date: 08/31 COMPANY VENDOR COLONI COLONI	L/2020 5:41 PETRO- TRM BA BA	SCHEDUL# DATA LICENSE	S A - TAX STATE AL AL	FREE RECEI 07/20 BOL 6146175 6153045	PTS OF GASOLI 20 BOLDATE 03/07/2007 03/14/2007	NE FUEL ITEM NL NL	07/31/2020 TYP GAS GAS	Page No. 1 NTX GAL 958.00 8674.00
Date: 08/33 fime: 12:45 COMPANY VENDOR COLONI COLONI COLONI	L/2020 5:41 PETRO- TRM BA BA BA	SCHEDULA DATA LICENSE	STATE AL AL	FREE RECEI 07/20 BOL 6146175 6153045 6153045	PTS OF GASOLI 20 BOLDATE 03/07/2007 03/14/2007 03/15/2007	NE FUEL ITEM NL NL	07/31/2020 TYP GAS GAS GAS	Page No. 1 NTX GAL 958.00 8674.00 5490.00
Date: 08/31 Time: 12:45 COMPANY VENDOR COLONI COLONI COLONI COLONI	L/2020 5:41 PETRO- TRM BA BA BA BA BA	SCHEDUL# DATA LICENSE	STATE AL AL AL AL	FREE RECEI 07/20 BOL 6146175 6153045 6153864 6153864	PTS OF GASOLI 20 BOLDATE 03/07/2007 03/14/2007 03/15/2007	NE FUEL ITEM NL NL NL PRE	07/31/2020 TYP GAS GAS GAS GAS	Page No. 1 NTX GAL 958.00 8674.00 5490.00 3003.00
Date: 08/33 fime: 12:45 COMPANY VENDOR COLONI COLONI COLONI COLONI COLONI COLONI	L/2020 5:41 PETRO- TRM BA BA BA BA BA	SCHEDULH DATA LICENSE	STATE AL AL AL AL	FREE RECEI 07/20 BOL 6146175 6153064 61533864 6155138	PTS OF GASOLI 20 BOLDATE 03/07/2007 03/14/2007 03/15/2007 03/15/2007 03/15/2007	NE FUEL IITEM NL NL PRE NL	07/31/2020 TYP GAS GAS GAS GAS GAS	Dage No. 1 NIX GAL 958.00 854.00 8549.00 3003.00 3434.00
Date: 08/31 COMPANY VENDOR COLONI COLONI COLONI COLONI COLONI COLONI	L/2020 5:41 PETRO- TRM BA BA BA BA BA	SCHEDULA DATA LICENSE	STATE AL AL AL AL AL AL	FREE RECEI 07/20 BOL 6146175 6153045 6153864 6153864 6153133 6143164	PTS OF GASOLI 20 BOLDATE 03/07/2007 03/15/2007 03/15/2007 03/15/2007 03/03/03/21/2007	NE FUEL ITEM NL NL NL NL NL NL	07/31/2020 TYP GAS GAS GAS GAS GAS GAS	Page No. 1 NIX GAL 958.00 8490.00 3003.00 3494.00 3500.00
Date: 08/33 Time: 12:45 COMPANY VENDOR COLONI COLONI COLONI COLONI COLONI COLONI COLONI COLONI	1/2020 5:41 PETRO- TRM BA BA BA BA BA BA BA BAT BAT	SCHEDUL# DATA LICENSE	STATE AL AL AL AL AL AL AL AL	FREE RECEI 07/20 BOL 6146175 6153064 6153064 6153064 6153064 6153126 6153126	PTS OF GASOLI 20 BOLDATE 03/07/2007 03/14/2007 03/14/2007 03/14/2007 03/14/2007 03/14/2007	NE FUEL IITEM NL NL DRE NL NL NL NL	07/31/2020 TYP GAS GAS GAS GAS GAS GAS	Page No. 1 NTX GAL 958.00 8674.00 3494.00 3494.00 3494.00 3500.00 6751.00

 Step 4 - Gasoline Tax Return Jobber, Fuel Tax Reporting, Other State Module 1. Verify your company name. 2. Enter the month and year. 3. Enter 'Y' for a detail Receipts report. 4. Enter 'Y' for a detail Sales report. 5. Enter the month end date for the report date. 6. Enter 'Y' to print the report. 	Verify your name PETRO-DATA Enter the month/year 07/2020 Detail Receipt Schedules Y 3 Detail Sales Schedules Y 4 Verify Report Date 07/31/2020 5 Ready to print? (Y/N/Q) T 6 Mere 00/31/2020 S 1 1 Mere 00/31/2020 S 6 1 Mere 00/31/2020 Mere 00/31/2020 1 1 Mere 00/31/2020 S 1 1 Mere 00/31/2020 Mere 00/31/2020 1 1 Mere 00/31/2020 Mere 00/31/2020 1 1 Mere 00/31/2020 Mere 00/31/2020 Mere 00/31/2020 1 Mere 00/31/2020 Mere 00/31/2020 Mere 00/31/2020 1 Mere 00/31/2020 Mere 00/31/2020 Mere 00/31/2020 1 1 Mere 00/31/2020 Mere 00/31/2020 Mere 00/31/2020 1 1 Mere 00/31/2020 Mere 00/31/2020 Mere 00/31/2020 Mere 00/31/2020 1 Mere 00/31/2020 Mere 00/31/2020 Mere 00/31/2020 Mere 00/31/2020
 Step 5 - Gasoline Tax Return Jobber, Fuel Tax Reporting, Other State Module, Report on Inspection Fees 1. Enter your companyname. 2. Enter the month and year to report. 3. Select 'Y' for Detail Sales Schedules. 4. Verify the report date. 5. Enter 'Y' to print the report. 	Verify your name PETRO-DATA 1 Enter the month/year 05/2020 2 Detail Sales Schedules Y 3 Verify Report Date 05/31/2020 4 Ready to print? (Y/N/Q) Y 5 Detail Sales Schedules X 3 Verify Report Date 05/31/2020 4 Ready to print? (Y/N/Q) Y 5 Detail Sales Schedules X 3 Verify Report Date 05/31/2020 4 Detail Sales Alasana State and Inspection Fee Refort 00/31/2020 Page No. COST NO TYPE INVOICE INV DATE ITEM PROD Galdons St Tax St Date Fee Ant Fee RATE Lfs 19 05/03/22 ES3 GAS 950.00 2470.50 0.00 0.000000 SUBTOTAL FOR FRODUCT GAS*** 9800.00 2470.00 0.000 0.000000 0.000000 0.000000 CUST NO INVOICE INV EATE ITEM OTY graps No. 1 CTY GRAND TOTALS 0.00 0.001 0.001 0.001

Step 6 - Print Other Tax Reports Optional: If Needed

Jobber, Fuel Tax Reporting, Federal Refund

- 1. Select by Range of Dates
- 2. Enter the beginning and ending dates
- 3. Select 'N' for Summary Only.
- Enter your Federal tax codes for Gasoline & Diesel. These are setup in Jobber, File Maintenance, Fuel Taxes.

Jobber, Fuel Tax Reporting, Sales Audit Report

- Choose 'T' for Tax Type (Federal, State) or 'C' for Tax Code (Individual tax codes).
- 2. Enter '3' for both taxable and non-taxable.
- 3. Leave State blank for all states or enter one state abbreviation.

Accept all other defaults.

Select range: 1 = Date 2 = Batch 1
Enter Beginning and Ending Batch numbers
Enter Degiming and Enting Secon numbers 0 01/01/0010
Enter Beginning and Ending Dates 01/01/2018 01/31/2018
Print Summary Report Only? N
Enter Federal tax codes 1
Is everything ok? (Y/N/P=Printer/Q=Quit) Y
Option: $A = All$ $T = a Taxtype$ $L = Location T$ P = a Frodtype $C = a Taxcode$
Tax Report Option
Tax type: F=Federal S=State N=County C=City 5 Ok? (Y/N) t?
Sort by Taxcode and Date only Show Sales Dollars? N
Create Excel File? N Send Purchase Info to Spreadsheet N
Is everything ok? (Y/N/P=Printer/Q=Quit) Y
Option: A = All T = a Taxtype L = Location T C = a Taxcode P = a Product Type
Enter choice: 1 = Non taxable 2 = Taxable 3 = Both 3 2
Enter State (BLANK=All) 3 Input selection criteria? N
Only print summary by Vendor/Terminal Y
Sort by Taxcode and Date only
1=Show Gross or 2=Show batch # 1 Create Excel File? N
Is everything ok? (Y/N/P=Printer/Q=Quit) Y

 Jobber, Fuel Tax Reporting, Purchase Audit Report 1. Choose 'T' for Tax Type (Federal, State) or 'C' for Tax Code (Individual tax codes). 2. Enter '3' for both taxable and non-taxable. 3. Leave State blank for all states or enter one state abbreviation. Accept all other defaults. 	Option: A = All T = a Taxtype L = Location T C = a Taxcode P = a Product Type Enter choice: 1 = Non taxable 2 = Taxable 3 = Both 3 Tax type: P=Federal S=State N=County C=City F Ok? (Y/N) Y Option: A = All T = a Taxtype L = Location T 1 C = a Taxcode P = a Product Type L = Location T 1 C = a Taxcode P = a Product Type L = Location T 1 Enter choice: 1 = Non taxable 2 = Taxable 3 = Both 3 2 Enter State (BLANK=All) 3 Input selection criteria? N Only print summary by Vendor/Terminal Y Sort by Taxcode and Date only 1 I=Show Gross or 2=Show batch # 1 Create Excel File? N Is everything ok? (Y/N/P=Printer/Q=Quit) Y
Fuel Tax Report Jobber, Fuel Tax Reporting, Fuel Tax Report This is an optional report. This report prints fuel tax totals on both sales and receipts.	
Accept the report defaults. Press Enter on each option.	Fuel tax report is printed based on the most recent fuel calculation Omit Codes with Zero Taxes? (Y/N) \underline{Y} Is everything ok? (Y/N/P=Printer/Q=Quit) \underline{Y}
Report sample	Date: 10/16/2015 Petro-Data Inc. Page No. Time: 15:47:42 Fuel Tax Report from 01/01/2015 to 12/31/2018 1 Tax Code 1 FEDERAL GASOLINE 18.2 - U Product Type GAS Tax Code 1 FEDERAL GASOLINE 18.2 - U Product Type GAS Sales Basis 145532.7 1700.0 147728.54 272140.73 Receipts Basis 544415.0 0.0 544415.0 100036.85 Tax Code 2 STATE GASOLINE 20.0 - U Product Type GAS Tax Code 2 STATE GASOLINE 20.0 - U Product Type GAS Tax Code 3 STATE GASOLINE 20.0 - U Product Type GAS Sales Basis 145622.7 295244.54 295244.54 Sales Basis 543665.0 0.0 543665.0