Browse and Fix Tax Schedules

The Browse and Fix can use used to audit your setup data or data used in filing the state tax reports. This tool will help you ensure everything was assigned to the right schedule. If the data is right but the schedule is wrong, please call Petro-Data. There may be a program change required to correct the problem.

<u>Menu Navigation for Texas</u> Jobber, Fuel Tax Reporting, Texas Tax Module, Browse and Fix

Menu Navigation for a State other than Texas

Jobber, Fuel Tax Reporting, Other State Module, {enter the state abbreviation}, Browse and Fix Petro-Data offers tax reporting programs for states AL, CT, FL, GA, IL, IN, KY, LA, PA, OK, TN, and WI.

In the Browse and Fix menu, Petro-Data provides the ability to easily view or change setup data used in preparing tax reports. These include Customer setup, Customer Ship To setup, Vendor setup, Location setup, Truck setup and the Terminal setup. You can also use the menu options under Master File Maintenance. If you change any Master File setup, you must re-calculate your tax reports.

Browse & Fix options include:

- BOL data GA, IL, TX
- Bio-Diesel Sales & Purchases TX
- Electronic Wholesaler Data FL
- Electronic Carrier Data FL
- Fix Disbursements/Sales AL, CT, FL, GA, IN, KY, LA, PA, OK, TN, WI
- Fix Schedule of Receipts/Purchases AL, CT, FL, GA, IN, KY, LA, PA, OK, TN, WI
- Purchases by Vendor GA, IL, TX
- Sales by Customer GA, IL, TX
- Sales Invoice for Truck Change GA, IL, TX
- Sales Invoice for Tax Exemption Change TX

Here some ways to use Browse and Fix to search for problems:

- 1. Select the option to look at all transactions with 'No Schedules'. If you find transactions that are not assigned to a schedule, you must first determine if they even belong on a schedule.
- 2. You can look at Exports by selecting the option to look for a certain Destination State. Use combinations of Destination and Origin State to look for these exports.
- 3. Look at the Tax State, Tax Code and Tax Amount to determine which state taxes were not paid because the Tax Amount is 0.
- 4. You can enter a product for dyed diesel to see all Dyed Diesel Sales and make it was sold to exempt customers.
- 5. You can change the data on a schedule. You can either add a schedule number to a transaction or erase the schedule using the space bar.

1. Fix Disbursements or Receipts with no schedule. If appropriate for the transaction, enter the state schedule ID.	Petro-Data Inc. ***** BROWSE DISBURSEMENTS **** 1=Schedule Information 2=Carrier Q=Quit 1 1=All 2=Those with Schedules 3=No Schedules 3 Enter Schedule Number Enter Destination State Enter Origin State LA Enter product type Enter a Customer Enter a Location					
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2. Fix Disbursements for Exports. Check Origin and Destination states.	1=Schedule Information 2=Carrier Q=Quit 1 1=All 2=Those with Schedules 3=No Schedules 1 Enter Schedule Number Enter Destination State TX Enter Origin State LA Enter product type Enter a Customer Enter a Location					
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3.	Check Tax State, Tax Code and Tax Amount for a zero amount paid.	1=Schedule Information 2=Carrier Q=Quit 1 1=All 2=Those with Schedules 3=No Schedules 1 Enter Schedule Number Enter Destination State TX Enter Origin State LA Enter product type Enter a Customer Enter a Location						
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4.	Check Dyed Diesel sales to tax-exempt							
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