

**DEALER / SELLER / AVIATION
SCHEDULE OF RECEIPTS INSTRUCTIONS**

Complete a separate form for each type of schedule and product code. List all transactions by customer and enter a subtotal of receipts for each. Computer tab runs may be used as backup detail if pre-approved by the Motor Fuel Tax office. Prepare in duplicate and retain a copy for your file.

Schedules (Round to whole numbers.)

Schedule 1 Report receipts on which Maryland tax has been paid.

Schedule 2 Report receipts from locations within Maryland on which Maryland tax has NOT been paid. Where systems are installed, report captured vapor recovery gallons on this schedule.

Schedule 3 Report direct shipments from another state to customers on which Maryland tax has NOT been paid.

Schedule 4 Report gallons imported from another state into tax-free storage on which Maryland tax has NOT been paid.

Product Codes**Gasoline:**

065 - Gasoline
124 - Gasohol Ethanol Blend
241 - Ethanol

Special Fuels:

054 - Propane (LPG)
072 - Dyed Kerosene
142 - Undyed Kerosene
150 - #1 Fuel Oil
152 - Heating Oil
160 - Undyed Diesel

170 - Biodiesel - Undyed

171 - Biodiesel - Dyed

224 - Compr. Natural Gas (CNG)

225 - Liquid Natural Gas (LNG)

228 - Dyed Diesel

Aviation:

125 - Aviation Gas
130 - Jet Fuel

Column InstructionsColumn 1 & 2: **Carrier**

Enter the name and FEIN of the company that transports the product.

Column 3: **Mode of Transport**

Enter the mode of transport. Use one of the following:

B=Barge PL=Pipeline
R=Rail S=Ship (ocean marine vessel)
TR=Truck

Column 4: **Point of Origin/Destination**

Enter the location the product was transported from and to. When received into or from a terminal, use the IRS Terminal Control#.

Column 5 & 6: **Acquired From**

Enter the name and license number of the company the product was acquired from.

Column 7: **Date Received**

Enter the date the product was received.

Column 8: **Document Number**

Enter the invoice or BOL number from the document issued at the terminal when product is removed over the rack. In case of pipeline or large movement, it is the pipeline or barge ticket number.

Column 9: **Billed Gallons**

Enter the amount of gallons received.

Column 10: **Other Gallons**

Enter the gross amount of gallons received, if different from billed gallons.

For more information

Visit our Web site at www.marylandtaxes.gov or call Taxpayer Service at 410-260-7980 in Central Maryland or 1-800-638-2937 from elsewhere. For the hearing impaired: Maryland Relay Service 711.

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