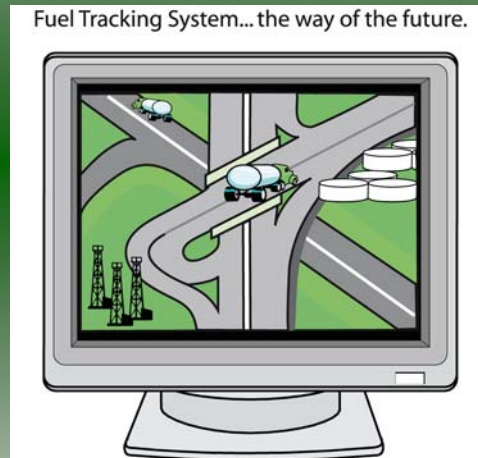


MOTOR FUEL TRACKING SYSTEM



COMPLETING THE GEN 19 RETURN

Gen 19 Miscellaneous



The screenshot shows the North Carolina Department of Revenue website. The header includes the logo and navigation tabs: About Us, What's New, Electronic Services, Tax Forms, and Search. A red arrow points to the 'Businesses' link in the 'Electronic Services' dropdown menu. The main content area is divided into several sections: Headlines, Quick Links, Electronic Services, and Contact Us. The 'Headlines' section lists three items: 'Important Notice - Decrease in sales and use tax rate effective Dec. 1, 2006', 'Important Notice - Individual Income Tax Deductions Scheduled to Expire are Restored for Tax Year 2006', and 'Tax Law Changes - Learn about the 2006 tax law changes'. The 'Quick Links' section lists: 'Armed Forces', 'Hot Topics', 'Property Auctions', 'Reports and Statistics', 'Settlement Initiative', 'Tax Debtor's List', and 'Tax Fraud Alert'. The 'Electronic Services' section lists: 'Where's My Refund?', 'E-File Options', 'Electronic Services for Individuals and Businesses', and 'E-Alerts'. The 'Contact Us' section lists: 'Tax Assistance', 'Web Site Survey', and 'Web Site Suggestions'. The footer includes links for Site Map, Español, Links, Privacy Policy, Disclaimer, and NC Gov Portal, along with a small logo for NC 802-1 NC36 1.0.

North Carolina Department of Revenue

Navigation: About Us | What's New | **Electronic Services** | Tax Forms | Search

Electronic Services (Dropdown):
Individuals
Businesses (highlighted with red arrow)
Tax Professionals

Headlines

- **Important Notice** - Decrease in sales and use tax rate effective Dec. 1, 2006
- **Important Notice** - Individual Income Tax Deductions Scheduled to Expire are Restored for Tax Year 2006
- **Tax Law Changes** - Learn about the 2006 tax law changes

Quick Links

- Armed Forces
- Hot Topics
- Property Auctions
- Reports and Statistics
- Settlement Initiative
- Tax Debtor's List
- Tax Fraud Alert

Electronic Services

- **Where's My Refund?** - Check the status of your current year income tax refund
- **E-File Options** - For Individuals
- **Electronic Services for Individuals and Businesses** - File returns and pay taxes online
- **E-Alerts** - Join our email list

Contact Us

- Tax Assistance
- Web Site Survey
- Web Site Suggestions

Footer: Site Map | Español | Links | Privacy Policy | Disclaimer | NC Gov Portal | NC 802-1 NC36 1.0

Log into the Department of Revenue's website at www.dornc.com. Click on **Electronic Services** and then **Businesses**.

Gen 19 Miscellaneous

Businesses	
<p>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.</p>	<p>CD-429 Corporate Estimated Income Tax – Pay your corporate estimated payments online.</p>
<p>NC-5 and NC-5P Withholding E-File – File your NC-5 tax return or NC-5P and pay your tax electronically.</p>	<p>CD-419 Application for Extension for Franchise and Corporate Income Tax – File your corporate and franchise tax extension and pay the tax electronically.</p>
<p>Motor Fuels IFTA/Intrastate E-File – Filing your tax return and ordering credentials electronically.</p>	<p>CD-V, Franchise Tax and Corporate Income Tax Payment Vouchers - Pay your current year franchise and corporate income tax.</p>
<p>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.</p>	<p>CD-V Amended, Amended Franchise Tax and Corporate Income Tax Payment Vouchers - Pay the tax on your franchise and corporate amended income tax.</p>
<p>Motor Fuels E-File – File your Motor Fuels Tax returns (Excludes IFTA)</p>	<p>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.</p>
<p>Bills and Notices – Make a payment on a bill or notice that you received from the Department of Revenue.</p>	<p>Web Site Survey – Help us make improvements to our web site by completing a short survey.</p>
<p>EFT – Electronic Funds Transfer via ACH Debit or ACH Credit.</p>	

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

Gen 19 Miscellaneous



North Carolina
Department of Revenue

Home About Us What's New Electronic Services Tax Forms Search go

> [Electronic Services](#)

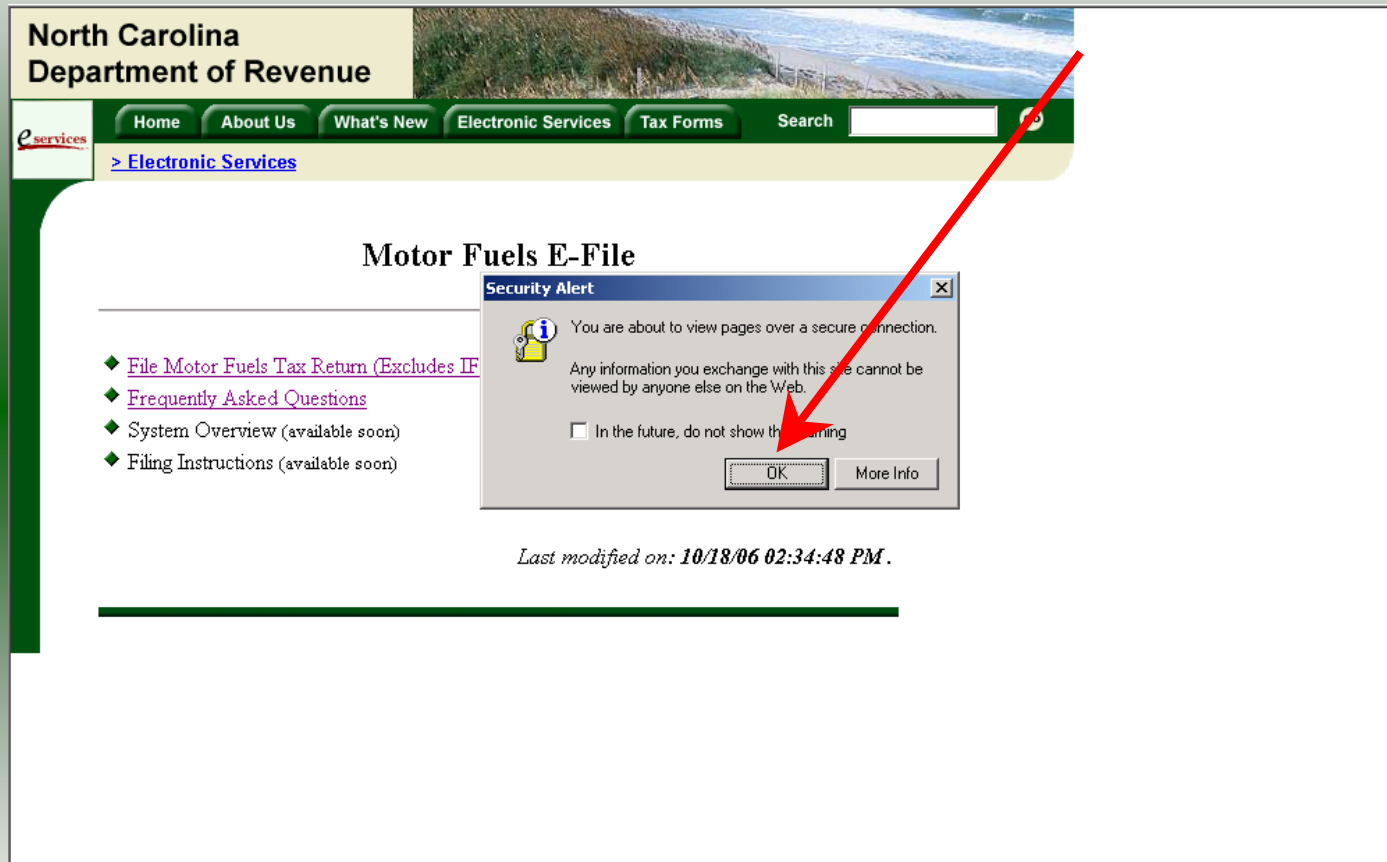
Motor Fuels E-File

- ◆ [File Motor Fuels Tax Return \(Excludes IFTA\)](#)
- ◆ [Frequently Asked Questions](#)
- ◆ System Overview (available soon)
- ◆ Filing Instructions (available soon)

Last modified on: 10/18/06 02:34:48 PM.

Click on [File Motor Fuels Tax Returns \(Excludes IFTA\)](#).

Gen 19 Miscellaneous



North Carolina
Department of Revenue

Home About Us What's New Electronic Services Tax Forms Search

> [Electronic Services](#)

Motor Fuels E-File

- ◆ [File Motor Fuels Tax Return \(Excludes IF](#)
- ◆ [Frequently Asked Questions](#)
- ◆ System Overview (available soon)
- ◆ Filing Instructions (available soon)

Last modified on: 10/18/06 02:34:48 PM.

Security Alert

You are about to view pages over a secure connection.
Any information you exchange with this site cannot be viewed by anyone else on the Web.

In the future, do not show this warning

OK More Info

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

Gen 19 Miscellaneous

North Carolina
Department of Revenue

Home About Us What's New Electronic Services Tax Forms Search go

> [Electronic Services](#)

Login Help ?

Please enter your Login User ID and Password. The User ID and Password is case sensitive. If you are a new user, please select [First Time User](#)

User ID:

Password:

[Forgot your password?](#)

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

Gen 19 Miscellaneous

North Carolina
Department of Revenue

e-services

Home About Us What's New Electronic Services Tax Forms Search go

> [Electronic Services](#)

Welcome Help ?

Welcome Donna Alderman

Please select from one of the following:

- Go to Fuel Tracking Application:** Access the Fuel Tracking Application to File and/or Pay your taxes.
- Update Security Account Information:** Change your personal information, associate with another entity, disassociate with an entity, change password, disable account.
- Logout of the Fuel Tracking Security System**

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

Gen 19 Miscellaneous

North Carolina
Department of Revenue

Home About Us What's New Electronic Services Tax Forms Search go

> [Electronic Services](#)

Choose Entity Help ?

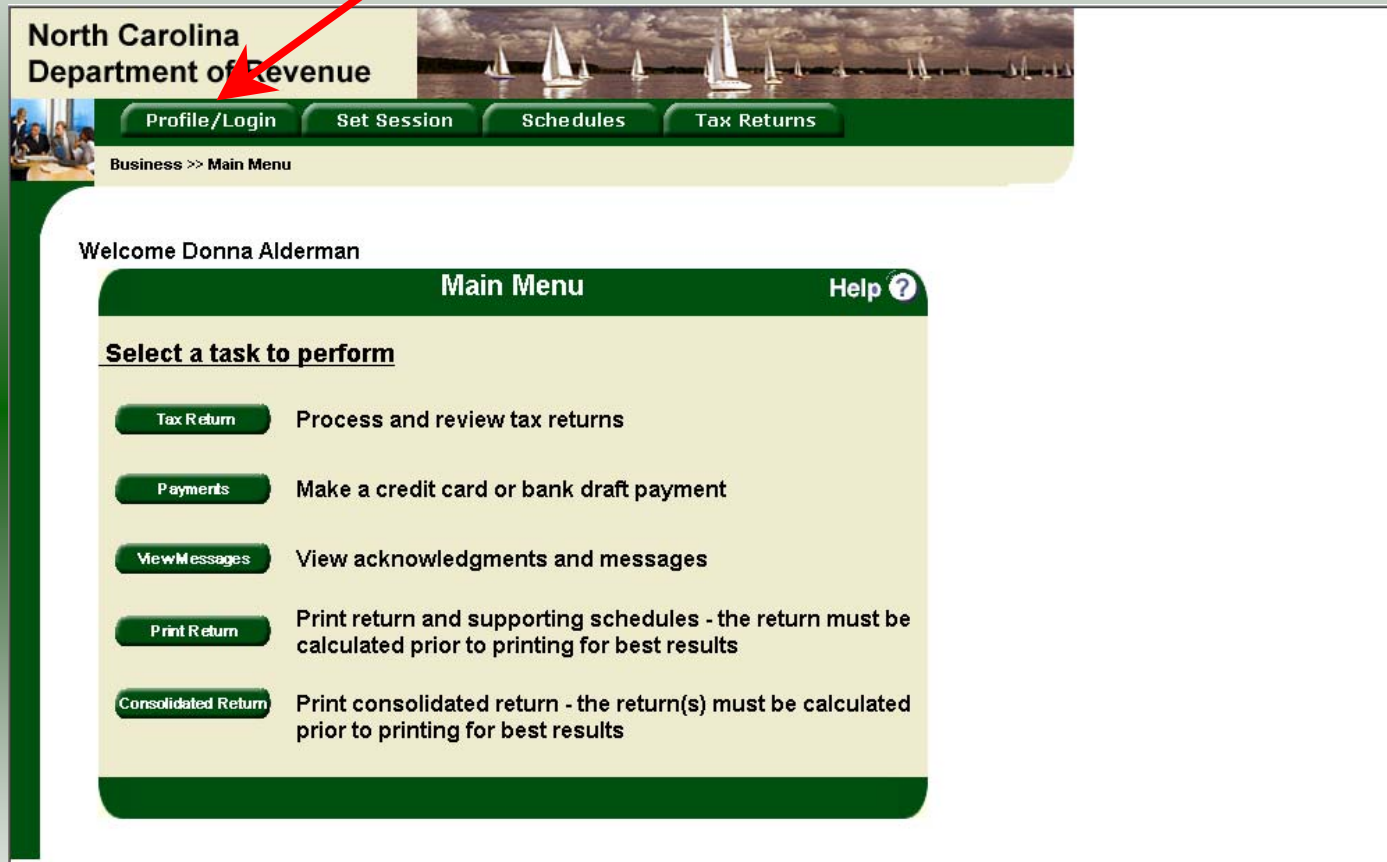
Please select an entity to work with in the Fuel Tracking Application:

FEIN: 987654321 - TRAINING 2

back next cancel

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**.

Gen 19 Miscellaneous

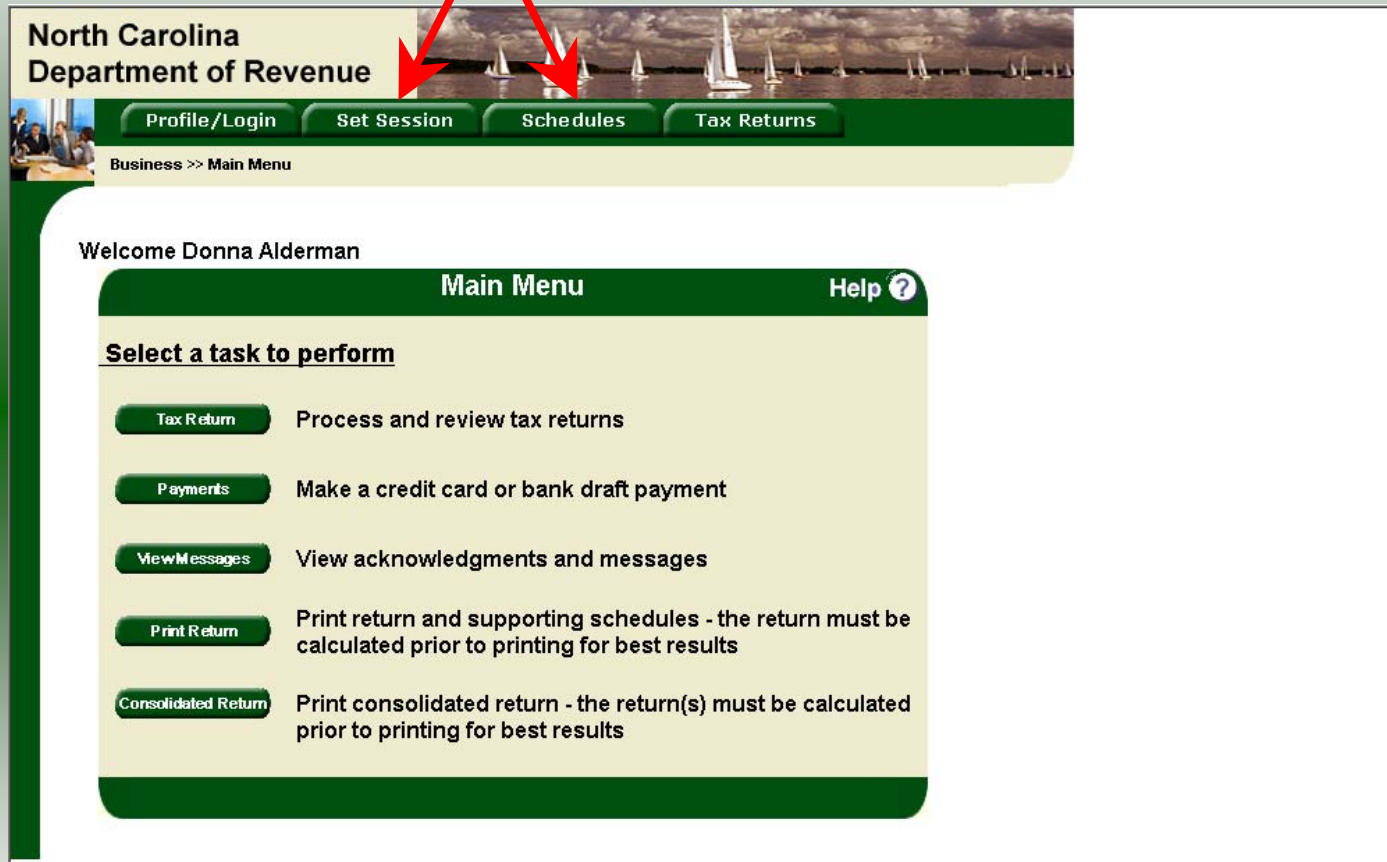


The screenshot displays the North Carolina Department of Revenue website interface. At the top left, the text "North Carolina Department of Revenue" is visible. Below this, a navigation bar contains four tabs: "Profile/Login", "Set Session", "Schedules", and "Tax Returns". A red arrow points to the "Profile/Login" tab. Below the navigation bar, the text "Business >> Main Menu" is displayed. The main content area shows a welcome message: "Welcome Donna Alderman". Below this, a "Main Menu" section is displayed, featuring a "Help ?" link. The "Main Menu" section is titled "Select a task to perform" and lists five tasks, each with a button and a description:

- Tax Return**: Process and review tax returns
- Payments**: Make a credit card or bank draft payment
- View Messages**: View acknowledgments and messages
- Print Return**: Print return and supporting schedules - the return must be calculated prior to printing for best results
- Consolidated Return**: Print consolidated return - the return(s) must be calculated prior to printing for best results

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.

Gen 19 Miscellaneous



North Carolina
Department of Revenue

Profile/Login Set Session Schedules Tax Returns

Business >> Main Menu

Welcome Donna Alderman

Main Menu Help ?

Select a task to perform

- Tax Return** Process and review tax returns
- Payments** Make a credit card or bank draft payment
- View Messages** View acknowledgments and messages
- Print Return** Print return and supporting schedules - the return must be calculated prior to printing for best results
- Consolidated Return** Print consolidated return - the return(s) must be calculated prior to printing for best results

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.

Gen 19 Miscellaneous

The screenshot displays the North Carolina Department of Revenue website interface. At the top left, the text reads "North Carolina Department of Revenue". To the right is a banner image of sailboats on a lake. Below the banner is a navigation bar with four tabs: "Profile/Login", "Set Session", "Schedules", and "Tax Returns". A red arrow points from the "Tax Returns" tab to the "Main Menu" section below. The "Main Menu" section is titled "Main Menu" and includes a "Help ?" link. Under the heading "Select a task to perform", there are five task options, each with a button and a description:

- Tax Return**: Process and review tax returns
- Payments**: Make a credit card or bank draft payment
- View Messages**: View acknowledgments and messages
- Print Return**: Print return and supporting schedules - the return must be calculated prior to printing for best results
- Consolidated Return**: Print consolidated return - the return(s) must be calculated prior to printing for best results

A red arrow points from the left side of the screen to the "Payments" button.

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.

Gen 19 Miscellaneous

North Carolina
Department of Revenue

Profile/Login Set Session Schedules Tax Returns

Business >> Main Menu

Welcome Donna Alderman

Main Menu Help ?

Select a task to perform

- Tax Return** Process and review tax returns
- Payments** Make a credit card or bank draft payment
- View Messages** View acknowledgments and messages
- Print Return** Print return and supporting schedules - the return must be calculated prior to printing for best results
- Consolidated Return** Print consolidated return - the return(s) must be calculated prior to printing for best results

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.

Gen 19 Miscellaneous

North Carolina
Department of Revenue

Profile/Login Set Session Schedules Tax Returns

Business >> Main Menu

Welcome Donna Alderman

Main Menu Help ?

Select a task to perform

- Tax Return** Process and review tax returns
- Payments** Make a credit card or bank draft payment
- View Messages** View acknowledgments and messages
- Print Return** Print return and supporting schedules - the return must be calculated prior to printing for best results
- Consolidated Return** Print consolidated return - the return(s) must be calculated prior to printing for best results

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.

Gen 19 Miscellaneous

North Carolina
Department of Revenue

Profile/Login Set Session Schedules Tax Returns

Business >> Main Menu

Welcome Donna Alderman

Main Menu Help ?

Select a task to perform

- Tax Return** Process and review tax returns
- Payments** Make a credit card or bank draft payment
- View Messages** View acknowledgments and messages
- Print Return** Print return and supporting schedules - the return must be calculated prior to printing for best results
- Consolidated Return** Print consolidated return - the return(s) must be calculated prior to printing for best results

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

Gen 19 Miscellaneous

North Carolina
Department of Revenue

Profile/Login Set Session Schedules Tax Returns

Business >> Main Menu >> Select Session

Session Selection Help ?

Session Information

Company	TRAINING 2	FEIN:	987654321
Reporting State	North Carolina		
Account Type	<ul style="list-style-type: none">Claim for Refund: School BoardsClaim for Refund: Charter SchoolsClaim for Refund: Credit CardsClaim for Refund: Community CollegesClaim for Refund: Counties and Municipal Corps.Claim for Refund of Taxes-Accidental MixesImporter - TankwagonKerosene SupplierClaim for Refund (Kerosene)Claim for Refund: Off-Highway-Pleas Boat / Sp FishClaim for Refund: PTO Vehicles-Septage Removal		

The Session Selection screen is displayed. Click on the down arrow for the **Account Type** and then scroll down the returns list until the **Claim for Refund** (select the appropriate refund type) is highlighted. Left click.

Gen 19 Miscellaneous

North Carolina
Department of Revenue

Profile/Login Set Session Schedules Tax Returns

Business >> Main Menu >> Select Session >> Session Continued

Session Selection Help ?

Session Information

Company	TRAINING 2	FEIN:	987654321
Reporting State	North Carolina		
Account Type	Claim for Refund of Taxes-Accidental Mixes		
Reporting Period	<input type="text" value="Month"/> / <input type="text" value="Year"/>		
Account ID	98765432141		

Existing Session Session List NewSession Amendment

Back Exit Cancel

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

Gen 19 Miscellaneous

North Carolina
Department of Revenue


Profile/Login Set Session Schedules Tax Returns

Business >> Main Menu >> Select Session >> Session Continued

Session Selection Help ?

Session Information

Company	TRAINING 2	FEIN:	987654321
Reporting State	North Carolina		
Account Type	Claim for Refund of Taxes-Accidental Mixes		
Reporting Period	12 / 2006		
Account ID	98765432141		



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

Gen 19 Miscellaneous

North Carolina
Department of Revenue

Profile/Login Set Session Schedules Tax Returns

Business >> Main Menu >> Select Session >> Session Continued >> Session Finalize

Session Selection Help ?

Session Information

Company	TRAINING 2	FEIN:	987654321
Reporting State	North Carolina		
Reporting Period	12 / 2006		
Account Type	Claim for Refund of Taxes-Accidental Mixes		
Account ID	98765432141		
Return Type	Original	Sequence	0
Status	Open		

Confirm

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

Gen 19 Miscellaneous

North Carolina
Department of Revenue

Profile/Login Set Session Schedules Tax Returns

Business >> Main Menu

Welcome Donna Alderman

Account Name	Account Number	Period	Account Type
TRAINING 2	987654321	12/2006	G6

Main Menu Help ?

Select a task to perform

- Tax Return** Process and review tax returns
- Payments** Make a credit card or bank draft payment
- View Messages** View acknowledgments and messages
- Print Return** Print return and supporting schedules - the return must be calculated prior to printing for best results
- Consolidated Return** Print consolidated return - the return must be calculated prior to printing for best results

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.

Gen 19 Miscellaneous

Fill in Tax Return Help ?

Tax Return: Step 1 of 1 (Page 1)

GEN. 19
REV. 8/65

STATE OF NORTH CAROLINA
DEPARTMENT OF REVENUE
P. O. BOX 25000
RALEIGH, N. C. 27640

SUBMIT IN DUPLICATE

CLAIM FOR REFUND OF TAXES

KIND OF TAX MOTOR FUELS
(SALES AND USE, INTANGIBLES, INDIVIDUAL INCOME, ETC.)

ENTER NAME AND ADDRESS
ON WHICH REPORT WAS
FILED.

NAME TRAINING 2 ACCOUNT No. * 98765432141
OR S. S. No. 98765432141

TRADING AS TRAINING 2

STREET OR R. F. D. _____

CITY AND STATE _____ ZIP CODE _____ COUNTY _____
* ENTER ACCOUNT NUMBER IF FOR SALES AND USE TAX, INCOME TAX WITHHOLDING, GASOLINE TAX, OR PRIVILEGE LICENSE

YEAR OR PERIOD 12/2006 DATE OF PAYMENT 12/15/2006

AMOUNT OF TAX PAID \$ 2,153.49

CORRECTED TAX 0.00

AMOUNT OF REFUND CLAIMED \$ 2,153.49
(INTEREST, IF DUE, WILL BE ADDED BY THE DEPARTMENT OF REVENUE)

ARE AMENDED RETURNS OR REPORTS FILED WITH THIS CLAIM? No
(YES OR No)

ARE RECORDS AVAILABLE IN SUPPORT OF THIS CLAIM? YES
(YES OR No)

LOCATION OF RECORDS 1429 Rock Quarry Road, Suite 109 Raleigh, NC 27610

Enter the **Date of Payment** located under the address information and then enter the **Amount of Tax Paid, Corrected Tax, and Amount of Refund Claim**. Be sure to answer the next three questions

Gen 19 Miscellaneous

(INTEREST, IF DUE, WILL BE ADDED BY THE DEPARTMENT OF REVENUE)

ARE AMENDED RETURNS OR REPORTS FILED WITH THIS CLAIM? **No**
(YES OR NO)

ARE RECORDS AVAILABLE IN SUPPORT OF THIS CLAIM? **YES**
(YES OR NO)

LOCATION OF RECORDS 1429 Rock Quarry Road, Suite 109 Raleigh, NC 27610

BASIS OF CLAIM (EXPLAIN IN DETAIL)

THE DRIVER LOADED 7,800 GALLONS OF UNDYED DIESEL FUEL AT THE TERMINAL. THIS FUEL WAS THEN
OFF-LOADED INTO A DYED DIESEL STORAGE TANK. SEE INVOICE # 867593654 FROM ABC SUPPLIER FOR
TAXES PAID. FUEL NOT ABLE TO BE SOLD FOR HIGHWAY USE.

I CERTIFY, UNDER PENALTIES OF LAW, THAT TO THE BEST OF MY KNOWLEDGE THE AMOUNT OF REFUND AS SHOWN ON THIS CLAIM DOES NOT EXCEED THE AMOUNT DUE UNDER THE LAW.

1/27/2007 _____
DATE SIGNATURE OF TAXPAYER OR AGENT

FOR DEPARTMENTAL USE ONLY

REFUND AS CLAIMED APPROVED _____ TAX AUDITOR OR REVENUE OFFICER

REFUND CORRECTED TO \$ _____ DATE _____
GIVE EXPLANATION ON REVERSE SIDE, OR ATTACH EXAMINER'S REPORT

Tab down and enter the **Basis of Claim** and the **Date** submitting the refund claim. Click **Calculate**.

Gen 19 Miscellaneous

(INTEREST, IF DUE, WILL BE ADDED BY THE DEPARTMENT OF REVENUE)

ARE AMENDED RETURNS OR REPORTS FILED WITH THIS CLAIM? **NO**
(YES OR NO)

ARE RECORDS AVAILABLE IN SUPPORT OF THIS CLAIM? **YES**
(YES OR NO)

LOCATION OF RECORDS 1429 ROCK QUARRY ROAD, SUITE 109 RALEIGH, NC 27610

BASIS OF CLAIM (EXPLAIN IN DETAIL) _____
**THE DRIVER LOADED 7,800 GALLONS OF UNDYED DIESEL FUEL AT THE TERMINAL. THIS FUEL WAS THEN
OFF-LOADED INTO A DYED DIESEL STORAGE TANK. SEE INVOICE # 867593654 FROM ABC SUPPLIER FOR
TAXES PAID. FUEL NOT ABLE TO BE SOLD FOR HIGHWAY USE.**

I CERTIFY, UNDER PENALTIES OF LAW, THAT TO THE BEST OF MY KNOWLEDGE THE AMOUNT OF REFUND AS SHOWN ON THIS CLAIM DOES NOT EXCEED THE AMOUNT DUE UNDER THE LAW.

01/27/2007 _____
DATE SIGNATURE OF TAXPAYER OR AGENT

FOR DEPARTMENTAL USE ONLY

REFUND AS CLAIMED APPROVED _____ TAX AUDITOR OR REVENUE OFFICER

REFUND CORRECTED TO \$ _____ DATE _____
GIVE EXPLANATION ON REVERSE SIDE, OR ATTACH OWNER'S REPORT.

The calculated refund return will display for review. Verify the refund claim and then click **Submit**.

Gen 19 Miscellaneous

North Carolina
Department of Revenue

Profile/Login Set Session Schedules Tax Returns

Business >> Main Menu >> Tax Return >> Payment Menu >> View Messages

View Messages Help ?

Company Name	TRAINING 2
Account ID	98765432141
Return Confirmation Number	4702707000008
Return Received	01/27/2007 12:47 EST
Filing Period	12/2006 - Original
Account Type	Claim for Refund of Taxes-Accidental Mixes

Please print for your records

Print Exit Cancel

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

Gen 19 Miscellaneous

The screenshot displays the North Carolina Department of Revenue website interface. At the top left, the text "North Carolina Department of Revenue" is visible. To the right is a banner image of sailboats on a lake. Below the banner are four green buttons: "Profile/Login", "Set Session", "Schedules", and "Tax Returns". A breadcrumb trail reads "Business >> Main Menu".

Below the navigation bar, a welcome message reads "Welcome Donna Alderman". A table displays account information:

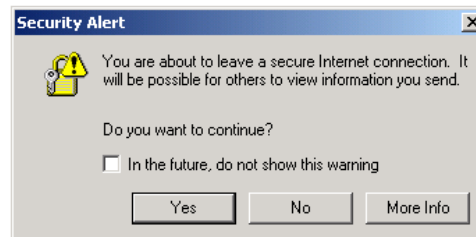
Account Name	Account Number	Period	Account Type
TRAINING 2	98765432141	12/2006	G6

Below the table is a "Main Menu" section with a "Help ?" link. The heading "Select a task to perform" is followed by five menu items, each with a green button and a description:

- Tax Return**: Process and review tax returns
- Payments**: Make a credit card or bank draft payment
- View Messages**: View acknowledgments and messages
- Print Return**: Print return and supporting schedules - the return must be calculated prior to printing for best results
- Consolidated Return**: Print consolidated return - the return must be calculated prior to printing for best results

From the **View Messages screen** click **Cancel** to return to the Main Menu to process another return. The Main screen is displayed. A new session must be set to continue processing returns.

Gen 19 Miscellaneous



From the **View Messages** screen 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**.

Gen 19 Miscellaneous

The screenshot shows the main page of the North Carolina Department of Revenue website. At the top left, the text reads "North Carolina Department of Revenue" next to a city skyline image. Below this is a green navigation bar with buttons for "About Us", "What's New", "Electronic Services", "Tax Forms", and a search box with a "go" button. The main content area has a "Welcome" message and three columns for "Individual", "Business", and "Practitioner" with corresponding images. A central banner promotes "E-FILE FREE & EASY" with an image of a laptop. Below this are icons for "Settlement Initiative", "Property Auctions", "Where's My Refund?", "Armed Forces", and "Web Site Survey". The footer contains links for "Site Map", "Español", "Privacy Policy", "Disclaimer", and "NC @ your service", along with a small logo for "MAZ-A NCAG 1.0".

The Department of Revenue website Main screen is displayed. You have successfully filed your **Gen 19 Claim for Refund – Miscellaneous** return.

Gen 19 Miscellaneous

North Carolina Department of Revenue

Profile/Login Set Session Schedules Tax Returns

Business >> Main Menu >> Select Session >> Session Continued

Session Selection Help ?

Session Information

Company	TRAINING 2	FEIN:	987654321
Reporting State	North Carolina		
Account Type	Claim for Refund of Taxes-Accidental Mixes		
Reporting Period	12 / 2006		
Account ID	98765432141		

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.

1. **View an Existing Session**
2. **View a List of All Sessions**
3. **Create an Amended Session**

The following screens provide instructions for each of these functions.

Gen 19 Miscellaneous

North Carolina
Department of Revenue

Profile/Login Set Session Schedules Tax Returns

Business >> Main Menu >> Select Session >> Session Continued

Session Selection Help ?

Session Information

Company	TRAINING 2	FEIN:	987654321
Reporting State	North Carolina		
Account Type	Claim for Refund of Taxes-Accidental Mixes		
Reporting Period	12 / 2006		
Account ID	98765432141		

Existing Session Session List NewSession Amendment

Existing Session

Back Exit Cancel

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**.

Gen 19 Miscellaneous

North Carolina
Department of Revenue

Profile/Login Set Session Schedules Tax Returns

Business >> Main Menu >> Select Session >> Session Continued >> Session Finalize

Session Selection Help ?

Session Information

Company	TRAINING 2	FEIN:	987654321
Reporting State	North Carolina		
Reporting Period	12 / 2006		
Account Type	Claim for Refund of Taxes-Accidental Mixes		
Account ID	98765432141		
Return Type	Original	Sequence	0
Status	Filed		

Confirm

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**.

Gen 19 Miscellaneous

North Carolina
Department of Revenue

Profile/Login Set Session Schedules Tax Returns

Business >> Main Menu

Welcome Donna Alderman

Account Name	Account Number	Period	Account Type
TRAINING 2	98765432141	12/2006	G6

Main Menu Help ?

Select a task to perform

- Tax Return** Process and review tax returns
- Payments** Make a credit card or bank draft payment
- View Messages** View acknowledgments and messages
- Print Return** Print return and supporting schedules - the return must be calculated prior to printing for best results
- Consolidated Return** Print consolidated return - the return must be calculated prior to printing for best results

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**.

Gen 19 Miscellaneous

North Carolina
Department of Revenue

Profile/Login Set Session Schedules Tax Returns

Business >> Main Menu >> Select Session >> Session Continued

Session Selection Help ?

Session Information

Company	TRAINING 2	FEIN:	987654321
Reporting State	North Carolina		
Account Type	Claim for Refund of Taxes-Accidental Mixes		
Reporting Period	<input type="text"/> / <input type="text"/>		
Account ID	98765432141		

View a list of all returns file: To view a list of all returns click **Session List**. No reporting period is required.

Gen 19 Miscellaneous

North Carolina
Department of Revenue

Profile/Login Set Session Schedules Tax Returns

Business >> Main Menu >> Select Session >> Session Continued >> Session List

Account Name	Account Number	Period	Account Type
TRAINING 2	98765432141	N/A	G6

Session Selection List [Help ?](#)

Select a Session

Select	Month	Year	Original / Amendment	Status
<input type="radio"/>	12	2006	Original	0 Filed

Select

Select session

Back Print Exit Cancel

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

Gen 19 Miscellaneous

North Carolina
Department of Revenue

Profile/Login Set Session Schedules Tax Returns

Business >> Main Menu >> Select Session >> Session Continued >> Session List >> Session Finalize

Session Selection Help ?

Session Information

Company	TRAINING 2	FEIN:	987654321
Reporting State	North Carolina		
Reporting Period	12 / 2006		
Account Type	Claim for Refund of Taxes-Accidental Mixes		
Account ID	98765432141		
Return Type	Original	Sequence	0
Status	Filed		

Confirm

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.

Gen 19 Miscellaneous

North Carolina
Department of Revenue

Profile/Login Set Session Schedules Tax Returns

Business >> Main Menu >> Select Session >> Session Continued

Session Selection Help ?

Session Information

Company	TRAINING 2	FEIN:	987654321
Reporting State	North Carolina		
Account Type	Claim for Refund of Taxes-Accidental Mixes		
Reporting Period	12 / 2006		
Account ID	98765432141		

Existing Session Session List NewSession **Amendment**

Create Amendment

Back Exit Cancel

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**.

Gen 19 Miscellaneous

North Carolina
Department of Revenue

Profile/Login Set Session Schedules Tax Returns

Business >> Main Menu >> Select Session >> Session Continued >> Session Finalize

Session Selection Help ?

Session Information

Company	TRAINING 2	FEIN:	987654321
Reporting State	North Carolina		
Reporting Period	12 / 2006		
Account Type	Claim for Refund of Taxes-Accidental Mixes		
Account ID	98765432141		
Return Type	Amendment	Sequence	1
Status	Open		

Confirm

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.

Gen 19 Miscellaneous

North Carolina
Department of Revenue

Profile/Login Set Session Schedules Tax Returns

Business >> Main Menu

Welcome Donna Alderman

Account Name	Account Number	Period	Account Type
TRAINING 2	98765432144	12/2006	G6

Main Menu Help ?

Select a task to perform

- Tax Return** Process and review tax returns
- Payments** Make a credit card or bank draft payment
- View Messages** View acknowledgments and messages
- Print Return** Print return and supporting schedules - the return must be calculated prior to printing for best results
- Consolidated Return** Print consolidated return - the return must be calculated prior to printing for best results

The **Main Menu** screen is displayed. Amend your return by clicking **Tax Return**.

Gen 19 Miscellaneous

ENTER NAME AND ADDRESS
UNDER WHICH REPORT WAS
FILED.

NAME **TRAINING 2** ACCOUNT No. * **98765432141**
OR S. S. No. **98765432141**

TRADING AS **TRAINING 2**

STREET OR R. F. D. _____

CITY AND STATE _____ ZIP CODE _____ COUNTY _____
* ENTER ACCOUNT NUMBER IF FOR SALES AND USE TAX, INCOME TAX WITHHOLDING, GASOLINE TAX, OR PRIVILEGE LICENSE

YEAR OR PERIOD **12/2006** DATE OF PAYMENT **12/15/2006**

▶ AMOUNT OF TAX PAID \$ **3,153.49**

▶ CORRECTED TAX **0.00**

▶ AMOUNT OF REFUND CLAIMED \$ **3,153.49**
(INTEREST, IF DUE, WILL BE ADDED BY THE DEPARTMENT OF REVENUE)

ARE AMENDED RETURNS OR REPORTS FILED WITH THIS CLAIM? **NO**
(YES OR NO)

ARE RECORDS AVAILABLE IN SUPPORT OF THIS CLAIM? **YES**
(YES OR NO)

LOCATION OF RECORDS **1429 ROCK QUARRY ROAD, SUITE 109 RALEIGH, NC 27610**

BASIS OF CLAIM (EXPLAIN IN DETAIL)

THE DRIVER LOADED 10,800 GALLONS OF UNDYED DIESEL FUEL AT THE TERMINAL. THIS FUEL WAS THEN

OFF-LOADED INTO A DYED DIESEL STORAGE TANK. SEE INVOICE # 867593654 FROM ABC SUPPLIER FOR

TAXES PAID. FUEL NOT ABLE TO BE SOLD FOR HIGHWAY USE.

A preview of the originally filed return is displayed. Enter the total gallons that should be reported. This will be the original gallons plus any additional gallons to be reported. Make any necessary adjustments to the **Basis for Claim**. Click **Calculate**.

Gen 19 Miscellaneous

(INTEREST, IF DUE, WILL BE ADDED BY THE DEPARTMENT OF REVENUE)

ARE AMENDED RETURNS OR REPORTS FILED WITH THIS CLAIM? **NO**
(YES OR NO)

ARE RECORDS AVAILABLE IN SUPPORT OF THIS CLAIM? **YES**
(YES OR NO)

LOCATION OF RECORDS 1429 ROCK QUARRY ROAD, SUITE 109 RALEIGH, NC 27610

BASIS OF CLAIM (EXPLAIN IN DETAIL) _____
**THE DRIVER LOADED 10,800 GALLONS OF UNDYED DIESEL FUEL AT THE TERMINAL. THIS FUEL WAS THEN
OFF-LOADED INTO A DYED DIESEL STORAGE TANK. SEE INVOICE # 867593654 FROM ABC SUPPLIER FOR
TAXES PAID. FUEL NOT ABLE TO BE SOLD FOR HIGHWAY USE.**

I CERTIFY, UNDER PENALTIES OF LAW, THAT TO THE BEST OF MY KNOWLEDGE THE AMOUNT OF REFUND AS SHOWN ON THIS CLAIM DOES NOT EXCEED THE AMOUNT DUE UNDER THE LAW.

01/27/2007 _____
DATE SIGNATURE OF TAXPAYER OR AGENT

FOR DEPARTMENTAL USE ONLY

REFUND AS CLAIMED APPROVED _____ TAX AUDITOR OR REVENUE OFFICER

REFUND CORRECTED TO \$ _____ DATE _____
GIVE EXPLANATION ON REVERSE SIDE, OR ATTACH EXAMINER'S REPORT.



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

Gen 19 Miscellaneous

(INTEREST, IF DUE, WILL BE ADDED BY THE DEPARTMENT OF REVENUE)

ARE AMENDED RETURNS OR REPORTS FILED WITH THIS CLAIM? (YES OR NO)

ARE RECORDS AVAILABLE IN SUPPORT OF THIS CLAIM? (YES OR NO)

LOCATION OF RECORDS

BASIS OF CLAIM (EXPLAIN IN DETAIL)

CERTIFY, UNDER PENALTIES OF LAW, THAT TO THE BEST OF MY KNOWLEDGE THE AMOUNT OF REFUND AS SHOWN ON THIS CLAIM DOES NOT EXCEED THE AMOUNT DUE UNDER THE LAW.

DATE _____ SIGNATURE OF TAXPAYER OR AGENT _____

FOR DEPARTMENTAL USE ONLY

REFUND AS CLAIMED APPROVED _____ TAX AUDITOR OR REVENUE OFFICER _____

REFUND CORRECTED BY \$ _____ DATE _____
GIVE EXPLANATION ON REVERSE SIDE, OR ATTACH EXAMINER'S REPORT.

After verifying the gallons click **Submit**.

Gen 19 Miscellaneous

North Carolina
Department of Revenue

Profile/Login Set Session Schedules Tax Returns

Business >> Main Menu >> Tax Return >> Payment Menu >> View Messages

View Messages Help ?

Company Name	TRAINING 2
Account ID	98765432141
Return Confirmation Number	4702707000009
Return Received	01/07/2007 10:00 EST
Filing Period	12/2006 - Amendment 1
Account Type	Claim for Refund of Taxes-Accidental Mixes

Please print for your records

Print Exit Cancel

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

Gen 19 Miscellaneous

North Carolina
Department of Revenue

Profile/Login Set Session Schedules Tax Returns

Business >> Main Menu >> Tax Return >> Payment Menu >> View Messages

View Messages Help ?

Company Name	TRAINING 2
Account ID	98765432141
Return Confirmation Number	4702707000009
Return Received	01/27/2007 13:08 EST
Filing Period	12/2006 - Amendment 1
Account Type	Claim for Refund of Taxes-Accidental Mixes

Please print for your records

Print Exit Cancel

A red arrow points to the 'Exit' button.

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.