

## IFTA BULK FUEL DISBURSEMENTS SCHEDULE

**Purpose:** Use this Schedule to record bulk fuel individual fuel disbursements for the month.

**Instructions:** Follow the instructions on back of this Schedule. File and maintain completed Schedule for four years.

CARRIER INFORMATION				
CARRIER NAME	CARRIER ADDRESS	CITY	STATE	ZIP CODE

BULK FUEL TANK INFORMATION						
MONTH	YEAR	BULK TANK #	FUEL TYPE	JURISDICTION	IFTA LICENSE #	REFUND PERMIT #

BULK FUEL DISBURSEMENT INFORMATION						
DATE (mm/dd/yy)	UNIT # Equip Description	BEGINNING METER READING	GALLONS USED IN IFTA VEHICLES	GALLONS USED IN NON/IFTA VEHICLES	GALLONS USED IN OFF ROAD EQUIPMENT	ENDING METER READING
<b>TOTAL GALLONS</b>						

## INSTRUCTIONS

**P550.400:** Requires a licensee to maintain bulk fuel inventory reconciliations for withdrawals from bulk storage. Records must be maintained to distinguish fuel placed in qualified vehicles from other uses. Separate bulk fuel reports must be maintained for each motor fuel type. Retail fuel purchases and bulk fuel purchases must be accounted for separately. Prepare a Monthly/Quarterly Bulk Fuel Disbursement Schedule by fuel type; **Maintain Schedule and fuel receipts for four years.**

**Carrier Information:** Enter the Name, Address, City, State, and Zip Code.

**Bulk Fuel Tank Information:** Enter the Month, Year, Bulk Tank #, Fuel Type, Jurisdiction in which Bulk Fuel Storage is located, IFTA License #, and Refund Permit # if applicable.

**Bulk Fuel Disbursement Information:** Enter the Date, Unit #/ Equipment Description, Beginning Meter Reading, Gallons used in IFTA Qualified Vehicles, Gallons used in Non/IFTA Vehicles, Gallons used in Off Road Equipment, and Ending Meter Reading.

**Total Gallons:** Enter the total gallons disbursed for Gallons used in IFTA Vehicles, Gallons used in Non/IFTA Vehicles and Gallons used in Off Road Equipment.

## Example

BULK FUEL DISBURSEMENT INFORMATION						
DATE (mm/dd/yy)	UNIT # Equip Descript	BEGINNING METER READING	GALLONS USED IN IFTA VEHICLES	GALLONS USED IN NON/IFTA VEHICLES	GALLONS USED IN OFF ROAD EQUIPMENT	ENDING METER READING
04/01/09	11	2552.1	85.0			2637.1
04/03/09	14	2637.1	112.5			2749.6
04/05/09	11	2749.6	196.1			2945.7
04/08/09	Backhoe	2945.7			25.2	2970.90
TOTALGALLONS			393.6		25.2	