



January 15, 2014

NOTICE OF MOTOR FUEL TAX FORM AND FILING CHANGES

To Alaska Qualified Dealers:

The Alaska Department of Revenue – Tax Division is implementing a new tax management system that will go live at the end of April 2014. We have made changes to the motor fuel tax return forms as part of the transition to our new system. The primary changes to the returns are that the schedules now require sales and purchases, listed by load or transaction. The new forms will be available on our website – www.tax.alaska.gov/motorfuel – starting March 1, 2014; drafts of the forms are available now. If you wish to preview the draft forms, go to www.tax.alaska.gov/motorfuel and click on the “Forms Draft” button near the middle of the page.

Beginning with the February motor fuel tax return(s), due March 31, 2014, we will only accept returns filed on the new forms. We will return any tax returns filed on the old forms unprocessed, including the Excel version of the forms. During this transition period, we will still accept returns via email. If you choose to email your return(s), please save them as a .tif or .pdf and attach them in an email to us at the below address.

The new system will allow simplified online filing and payment methods. You will continue to be able to make payments on our current online system (OTIS) through April 25, 2014. After that, you will be able to make payments and file your tax returns in our new online system. We will send a separate letter about logging into our new system for the first time as we get closer to the go live date.

For any questions regarding the upcoming transition, please contact the Department of Revenue at 907.269.3952 or dor.tax.motorfuel@alaska.gov.