

b.



Texas Petroleum Products Delivery Fee Report

You have certain rights under Chapters 552 and 559, Government Code, to review, request and correct information we have on file about you. Contact us at the address or phone number listed on this form.

a. **64100** - Type or print.

- Do not write in shaded areas.

c. Fee payer number

d. Filing period

e.

f. Due date

g. Name and mailing address (Make any necessary name or address changes below.)

IMPORTANT

Black out this box if your mailing address has changed. Show changes by the preprinted information. -----> 1.

Black out this box if you are no longer in business and write in the date you went out of business. -----> 2.
Month Day Year

h.

i.

j.

	A. Number of Deliveries	B. Rate of Fee	C. Amount of Fee (Multiply Column A by Column B)
1. Deliveries of less than 2,500 gallons ----->	■ _____	\$ _____	■ _____
2. Deliveries of 2,500 gallons but less than 5,000 gallons ----->	■ _____	\$ _____	■ _____
3. Deliveries of 5,000 gallons but less than 8,000 gallons ----->	■ _____	\$ _____	■ _____
4. Deliveries of 8,000 gallons but less than 10,000 gallons ----->	■ _____	\$ _____	■ _____
5. Deliveries of 10,000 gallons or more -- When 10,000 gallons or more are delivered, the fee in Column B is due on each 5,000 gallon increment or portion of a 5,000 gallon increment. ----->	■ _____	\$ _____	■ _____
6. Total amount of fee for this period (Total of Items 1, 2, 3, 4 and 5) ----->			■ _____
7. Enter amount of fee previously paid on deliveries from another bulk facility or fees you refunded that were collected on exempt withdrawals. ----->			■ _____
8. TOTAL FEE DUE (Item 6 minus Item 7) ----->			■ _____
Form 64-100 (Rev.7-15/14)			
9. Penalty due (See instructions.) ----->			_____
10. Interest (See instructions.) ----->			_____
11. TOTAL AMOUNT DUE AND PAYABLE (Item 8 plus Item 9 and Item 10) ----->			■ _____
		k. <input type="checkbox"/>	l. <input type="checkbox"/>
Taxpayer name			

■ T Code ■ Taxpayer number ■ Period

Make amount payable to **State Comptroller**.
Mail to Comptroller of Public Accounts
P.O. Box 149357
Austin, TX 78714-9357

I declare that the information in this document and any attachments is true and correct to the best of my knowledge and belief.

Duly authorized agent
sign here

Business phone _____ Date _____



Electronic reporting and payment options are available 24 hours a day, 7 days a week. Have this form available when you log on.
www.comptroller.texas.gov/webfile

Form 64-100 (Back)(Rev.7-15/14)

Instructions for Completing Texas Petroleum Products Delivery Fee Report

Who must file - Every person (sole owner, partnership, corporation or other organization) who is responsible for collection and payment of the Texas Petroleum Products Delivery Fee must file this report. Returns must be filed for every month even if there is no amount of fee due. Complete and detailed records must be kept of all withdrawals from bulk as well as any credits claimed so that reports can be verified by a state auditor. Failure to file this return and pay applicable tax may result in collection action as prescribed by Title 2 of the Tax Code.

When to file - This report must be filed on or before the 25th day of each month accounting for the fees due during the preceding month. If the due date falls on a Saturday, Sunday or legal holiday, the next business day will be the due date.

Note: The fee should not be imposed when petroleum products are withdrawn from bulk, and

- *are destined for export and remain in continuous movement to a destination outside the state.*
- *are delivered to an electric generating facility.*
- *are delivered to a common carrier railroad for its exclusive use.*
- *are delivered to another bulk facility for distribution or sale in this state.*

For assistance - For assistance with any Petroleum Products Delivery Fee question, please contact the Comptroller's office at 1-800-252-1383.

Specific Instructions

Note: Importers of gasoline and diesel fuel will compute the fee based on the total number of gallons imported.

Items 1 thru 5 - Enter the number of deliveries for each item in Column A and calculate the amount of fee due by multiplying the number of deliveries in Column A by the rate in Column B. Enter the amount of fee due in Column C.

Examples:

For a delivery of 2,000 gallons, calculate the fee in Item 1.
For a delivery of 7,000 gallons, calculate the fee in item 3.
For a delivery of 12,000 gallons, calculate the fee in Item 5.
When 10,000 gallons or more are delivered, each 5,000 gallon increment or part of 5,000 gallons is considered a separate delivery.
A delivery of 12,000 gallons should be figured as 3 deliveries for calculating the fee.

Item 7 - Enter the amount of fee paid on products received from another bulk facility or fees you refunded that were collected on exempt withdrawals.

Item 9 - PENALTY - If this report is filed or the fee due is paid after the due date, enter penalty. If 1-30 days late, enter 5% of the amount in Item 8. If more than 30 days late, enter 10% of the amount in Item 8. Minimum penalty is \$1.

Item 10 - INTEREST - If any fee due is unpaid 61 days after the due date, enter interest calculated at the rate published in Pub. 98-304, online at www.comptroller.texas.gov or by phone at 1-877-447-2834.