A-LOG.com ROAD TAX REPORT

ROAD TAX PROFESSIONALS ■ TECHNOLOGY CONSULTANTS ■ RECORDKEEPING

Important Dates

2011 RENEWAL CALENDAR!

YES!!! It's time to start planning renewals of your fuel & mileage permits. Below is a summary of what to do and when to complete it:

September: 2011 IFTA, **New Mexico Tax ID Permits and Oregon** renewals are underway. Enclosed with this newsletter is our "Order Form." We believe in letting you know upfront what we charge and when applications are due. Please be sure to let us know if you do NOT want to renew for next year.

October: 3rd Quarterly IFTA reports due at the end of this month. ***All reporting has to be up-to-date and all taxes due must be paid or you will not received permits for 2011.*** Don't wait until the last minute to ask for help. The state's resources are so stretched they won't be able to respond quickly to help you later. Get in the front of the line by taking care of business now!

November: We will bill you for all renewal applications submitted on your account. We will bill you for 2011 UCRA Enrollments.

December: 2011 IFTA decals, New Mexico permit and Oregon Weight Receipts are mailed the end of December.

ALERTS!

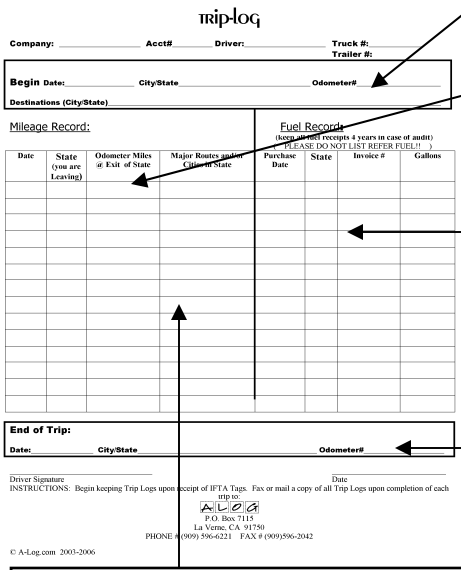
DMV is now processing all apportioned applications from Sacramento. For the most part, they are turning work around quickly. Just a little planning ahead will make a big difference!! Allow 30 days for renewals and 5-10 days for mid-year changes to your account

CSA 2010

More delays to report!! The FMCSA will not be fully operational under CSA2010 until spring or summer of 2011. However in November of 2010 they will begin issuing warning letters to deficient carriers. Stay tuned for updates!

Trip Log Recordkeeping is IMPORTANT!!

Below are a few useful tips that will protect you in the event you are chosen for an audit.


trip-log

Company: _____ Acct#_____ Driver:_____ Truck #:_____ Trailer #:_____

Begin Date:_____ City/State_____ Odometer#_____

Destinations (City/State)_____

Mileage Record:

Fuel Records (keep all fuel receipts 4 years in case of audit) (PLEASE DO NOT LIST REEFER FUEL!!!)

Date	State (you are Leaving)	Odometer Miles @ Exit of State	Major Routes and/or Cities in State	Purchase Date	State	Invoice #	Gallons

End of Trip:

Date:_____ City/State_____ Odometer#_____

Driver Signature _____ Date _____

INSTRUCTIONS: Begin keeping Trip Logs upon receipt of IFTA Tags. Fax or mail a copy of all Trip Logs upon completion of each trip to.

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Fill in your **odometer** & **destinations** (i.e. pick up and drop off locations) so that we know where you started, how far you go into a state and where you turn around.

FUEL purchases must be listed and include **date**, **state** of purchase, invoice # and total **gallons**. **Keep your fuel receipts for 4 years** in case you are audited. They are proof that you paid taxes and have earned credits.

Always note the end location of your trip and the odometer reading. That way we can verify all miles are accounted for correctly.

If you are driving through a state – put the major highway you are traveling on. If you are dropping off or picking up loads, name the cities you stop or turn around in.

KEEP YOUR TRIP RECORDS FOR 4 YEARS!!

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CTEC #A150071

DMV OL#43083

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