

Dyed Diesel Tax Return Instructions

Information

Use this form to report purchases and use of dyed diesel fuel in Washington State or withdrawn from Washington bulk storage.

Tax returns must be filed quarterly. Payment of the net amount owed the state (Line 15) must accompany the return. Tax returns must be postmarked by the 25th of the month following the reporting period. The postmark on the mailing envelope is used as the receipt date. Returns postmarked after the due date will be assessed a penalty of 10% of the tax due. If postmarked after the end of the month, interest accumulates at 1% per month.

Round all reported gallons to the nearest whole gallon. Negative figures are not allowed on Lines 1 through 7 or on Schedules A and B. Negative and credit dollar amounts must be enclosed in parentheses. For all non-dyed diesel fuel purchased and used in a non-taxable manner, submit a separate refund claim form to the Refund Unit. Please contact them at (360) 664-1838.

Sales tax allowance rate: The current rate can be found on our website at dol.wa.gov, Vehicles, Fuel Tax. You will find a link to the rate in the IFTA section or visit the fuel tax refunds page showing a 13 month listing of fuel tax, sales tax, federal tax, and more. Use the current sales tax allowance rate for line 15 of your tax return.

Tax return instructions

Complete Schedule A, located on page 2 of the tax return:

Line A1. Enter all Dyed Diesel Fuel gallons purchased.

Line A2. Enter all other Dyed Diesel Fuel gallons received in Washington from any other source.

Transfer the total fuel received (Lines A1 through A2) to Line 2 on the tax return.

Complete Schedule B, located on page 2 of the tax return:

Line B1. Enter the number of Dyed Diesel Fuel gallons purchased in Washington and placed into exempt vehicles. Examples of exempt vehicles are:

- a. Motor vehicles owned and operated by the State of Washington, county or municipality, used for street and highway construction and maintenance purposes;
- b. Publicly owned fire-fighting equipment;
- c. Publicly owned urban passenger transportation vehicles as defined by RCW chapters 81.68 and 81.70.

Line B2. Enter number of off-highway Dyed Diesel Fuel gallons used in Washington by licensed vehicles.

Line B3. Enter number of Dyed Diesel Fuel gallons placed into non-highway equipment.

Line B4. Enter any other Dyed Diesel Fuel gallons used for tax exempt purposes and attach explanation.

Transfer the total of gallons used (Lines B1 through B4) to Line 5 on the tax return.

Now continue to complete the tax return starting on page 1:

A. Enter the year, check the quarter, and enter your license number.

B. Place an "X" in each box that applies:

- **No operations:** Even if you had no activity during the reporting period, you must file a return to avoid revocation of your license.
- **Late returns:** When filing a late return, you must include the penalty and interest.
- **Amended returns:** Report changes for a previous tax period with an amended tax return. Mark "Amended Return" in Section B. Record any payments made with the original tax return on line 14 and continue filling out the return. Attach supporting documentation of changes with your amended return.
- **Name change:** Provide your current name. If your name has changed, a new application for license must be completed.
- **Address change:** Provide physical and mailing addresses.
- **Cancel license and effective date:** The effective date is the date you stopped business operations. Tax returns must be filed through this date and taxes paid on remaining inventory.

C. Name and address: Type or print your business name and address.

Line 1. Enter your physical dyed diesel fuel inventory. This is the inventory in Washington bulk storage captured at the beginning of the reporting period. This amount must be the same as your ending inventory reported on your previous return.

Line 2. Enter total dyed diesel fuel received, listed on Schedule A.

Line 3. Enter your physical dyed diesel fuel inventory. This is the inventory in Washington bulk storage captured at the end of the return period.

Line 4. Add lines 1 and 2, then subtract line 3. This is the total accountable gallons used.

Line 5. Enter tax exempt gallons used, listed as the total from Schedule B.

Line 6. Line 4 minus line 5 is your taxable gallons.

Line 7. List your Washington power take-off (PTO) credit.

Line 8. Line 6 minus line 7 is your net taxable or credit gallons.

Line 9. To compute the dyed diesel fuel tax, multiply line 8 by the fuel tax rate.

Line 10. To compute your penalty, multiply line 9 by 10% and enter this amount on line 10. See example on Line 12.

Line 11. Add line 9 plus line 10.

Line 12. If you are paying after the first of the month, following the due date, you owe interest. To get your total, multiply the amount owing each month by 1%. This is your compounded interest amount.

Example: You owe \$100 and your payment is two months late, you incur a 10% penalty

$\$100 \times 10\% = \10 (penalty plus tax)

$\$110 \times 1\% = \11.10 (tax, penalty, and interest for the first month);

$\$111.10 \times 1\% = \11.22 (tax, penalty, interest for the 1st month, and interest for the 2nd month) total due.

Line 13. Add line 11 to line 12 this is your total fuel tax liability.

Line 14. Enter all previous payments made for this reporting period for amended returns only.

Line 15. If line 8 is more than zero, there is a net taxable gallons owing. Multiply the gallons on line 8 by the current sales tax allowance rate (this rate can be found on the Fuel Tax Refund [web page](#) where the rates per gallon are listed quarterly) and enter the amount on line 15 in parenthesis. This is the amount of sales tax credit being refunded to you.

If line 8 is a negative figure, this reflects an overpayment of net tax due. Multiply the gallons on line 8 by the current sales tax allowance rate and enter the amount on line 15. This is the amount you owe for sales tax.

If you used a Supplemental Sales Tax Computation Schedule, list this amount on line 15. Provide a copy of the schedule with your return.

Line 16. Add line 14 to line 15 for your total adjustments.

Line 17. If line 13 minus line 16 is greater than zero, this is the amount owed.

Line 18. If line 13 minus line 16 is less than zero, this is the refund amount.

If the refund amount is \$2,000 or more, provide copies of the Washington tax paid invoices with the tax return. The Department may request copies of invoices to support refund claims for less than \$2,000. Original invoices must be retained for audit purposes.

Records

Records must be kept for 5 years for all Dyed Diesel Fuel received or used for your own consumption. You must maintain detailed mileage and fuel consumption records on all licensed vehicles. These records will include both on and off-highway usage of Dyed Diesel Fuel on a daily basis for each vehicle. Information provided on this return may be disclosed to the Internal Revenue Service.

Questions

Contact us at (360) 664-1858.