



## Terminal Operator Disbursement Schedule 15B Instructions

Use schedule 15B to provide detail in support of the amounts shown as disbursements on the terminal report. Each disbursement of product from the terminal should be listed on separate lines.

- Company Name and FEIN:** The legal name associated with the Federal Employers Identification Number (FEIN) listed on the Terminal Operator application.
- Account Number:** The 7-digit alpha-numeric number listed on your fuel license.
- Reporting Period:** Time period relating to the tax return, month and year.
- Product Code:** A code identifying the fuel type (only one per schedule) see Compliance Guide on our website at: [www.dol.wa.gov](http://www.dol.wa.gov).
- Terminal Code:** An identifying number issued by the Internal Revenue Service. A list of codes can be found at: [https://www.irs.gov/pub/irs-utl/tcn\\_db.pdf](https://www.irs.gov/pub/irs-utl/tcn_db.pdf).
- Carrier:** The name and FEIN of the company that transported the product from the terminal.
- Mode:** Mode of transport using one of the following:  
**J** = Truck      **R** = Rail      **B** = Barge      **PL** = Pipeline      **S** = Ship (Great Lakes/ocean marine vessel)  
**ST** = Stock Transfer      **CE** = Summary      **RT** = Removal from terminal (other than by truck or rail for sale or consumption)
- Destination State:** The state, territory, or foreign country to which any reportable motor fuel is directed for delivery into any storage facility, receptacle, container, or any type of transportation equipment, for purpose of resale or use.
- Position Holder:** The name and FEIN of the company that owns the product as reflected on the records of the terminal operator (same as the Federal definition).
- Date Shipped:** The date the carrier leaves the terminal with the product.
- Document Number:** Identifying number from the shipping document issued at the terminal when product was removed over the rack. In the case of pipeline or barge movements, it is the pipeline or barge ticket number.
- Net Gallons:** Net gallons withdrawn from the terminal. The total of all amounts entered in this column should agree with the amount shown for disbursement on the terminal report.

### Submit your report and supporting documents

**Online:** Via Taxpayer Access Point (TAP) at: [https://wadolprft.gentax.com/TAP/ /](https://wadolprft.gentax.com/TAP/)

**By mail,** make checks payable to Department of Licensing.

Mail to:

Prorate and Fuel Tax  
Department of Licensing  
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### Questions

Contact us at (360) 664-1852. For more information, visit our website at [www.dol.wa.gov](http://www.dol.wa.gov).