



220280049

ACCOUNT NUMBER

Office Use Only

This questionnaire is to be completed by all applicants for refund of motor fuel taxes or aviation fuel taxes when submitting an initial claim for refund. Periodic updates of this questionnaire may also be requested. Audits may be conducted for any refund claim, as required. Claims for refund must be received by the Comptroller of Maryland within one year from the date of purchase as indicated on the original invoice. Invoices received after one year from invoice date will be disallowed.

Name of Claimant:	Address:
Phone Number:	E-Mail Address:
Federal Employer's Identification Number:	Social Security Number:

What classifications of non-taxable fuel usage are included? (Please check the applicable items at right.)

- | | | |
|--|---|--|
| <input type="checkbox"/> Farm | <input type="checkbox"/> Aircraft (Specify reason for exempt qualification) | |
| <input type="checkbox"/> Boat (Commercial purposes only) | <input type="checkbox"/> Construction | <input type="checkbox"/> Other (Specify) |

A. Fuel Usage

1. List each piece of equipment by type for which a refund is being claimed and specify the type of fuel used by each piece of equipment. Additional pages may be used.

Equipment Details			Fuel Used		
Type	Make and Model or Vehicle/Equipment Number	Quantity of this Type	Gasoline	Diesel	Other



220280149

2. Indicate the types of records that you use to arrive at your fuel usage. For each record, indicate whether you have actual or estimated amounts. (Check the appropriate column)

	Estimated	Actual
Non-taxable gallons		
Taxable gallons		
Gallons per hour		
Miles per gallon		
Other (specify)		

B. Inventories Please check appropriate response.

- Do you maintain any bulk storage? If so, list all storage tanks showing location, capacity, and the type of fuel stored therein.

- How often are physical inventories of bulk fuel taken? _____
- Are metered pumps used? Regular Meters Printing Meters None
- How do you maintain accountability for metered use?
 By vehicle By taxable or non-taxable use
 In total only Not at all

C. Claim Preparation Please check appropriate response.

- For what periods are you submitting claims? _____
- Is all fuel consumed before the refund is claimed? Yes No
- Do you maintain a record of licensed vehicle mileage? Yes No
- Do you keep unlicensed vehicle mileage or hours used? Yes No
- Do you keep aircraft hours or consumption? Yes No
- For F.A.A. Regulation Part 135 operators, do you maintain detailed records (for audit) to substantiate that 70% of fuel used is devoted to hauling property and/or passengers? Yes No

D. Other Claims and Regulations Please check appropriate response.

- Do you apply for a motor fuel tax refund from the federal government? Yes No
- Do you have a Sales and Use Tax registration in Maryland? Yes No
If yes, enter account number. _____
Account Number
- Are you registered as a special fuel user? If yes, enter account number. Yes No

Account Number
- Do you have a Maryland-based IFTA account? If yes, enter account number. Yes No

Account Number

Prepared by (Print name) _____

Title (Print title) _____

Preparer Signature _____

Date _____