
Virginia Motor Vehicle Wholesale Fuel Sales Tax Return Instructions
For use on and after January 1, 2010

General: The motor vehicle wholesale fuel sales tax applies to motor vehicle fuels that are sold to a retail dealer for retail sale in a transportation district imposing the tax. For purposes of this tax, the wholesale sale is made in the county or city in which the purchaser takes delivery and not the locality in which the order was placed. The tax also applies to motor vehicle fuels that are purchased without payment of the fuel sales tax and are withdrawn from an inventory for retail sale in a transportation district imposing the tax.

Do not report any non-fuel sales on these forms. If you sell repair parts, oil, tires, etc., these sales must be reported separately on the Retail Sales and Use Tax Return, Form ST-9.

Filing Procedure: Mail Form DFT-1 (the return, voucher and schedules) with your payment to the **Department of Taxation, P.O. Box 26627, Richmond, Virginia 23261-6627** as soon as possible after the close of the reporting period but not later than the 20th day of the following month.

A return must be filed for each reporting period even if no tax is due.

Payments returned by the bank will be subject to a returned payment fee in addition to any other penalties that may be incurred.

Change of Ownership: If there has been a change of ownership, do not use the return with the name and account number of the former owner. Send the return with notice of change to the **Virginia Department of Taxation, P.O. Box 1114, Richmond, Virginia 23218-1114**. You can register a new dealer and/or locations, by either completing a Form R-1, Business Registration Application, or electronically using iReg on the Department's website, www.tax.virginia.gov.

Change of Address/Out-of-Business: If you change your business mailing address or discontinue your business, either send a completed Form R-3, Registration Change Request, or a letter to the **Virginia Department of Taxation, P.O. Box 1114, Richmond, Virginia 23218-1114**.

Questions: If you have any questions about this return, please call **(804) 367-8037** or write the **Virginia Department of Taxation, P.O. Box 1115, Richmond, Virginia 23218-1115**.

Forms and instructions are available for download from our website, www.tax.virginia.gov, or by calling **(804) 440-2541**.

Preparation of Virginia Motor Vehicle Wholesale Fuel Sales Tax Return (DFT-1)

- Instructions for lines not mentioned below are on the return.
- Transfer the amount on Line 11 of the Virginia Motor Vehicle Wholesale Fuel Sales Tax Return, Total Amount Due, to the appropriate box on the Voucher located below the Return.

Line 1 Enter your total gross receipts from fuel sold during the period, whether for cash or credit. Gross receipts include the cost of the fuel, markup, federal and state excise taxes, and storage tank fee but does not include separately stated federal diesel excise tax or the motor vehicle fuel sales tax.

If your gross receipts include the motor vehicle wholesale fuel sales tax, this tax should be deducted before making the entry on Line 1. This may be done by taking gross receipts, subtracting any exempt sales that do not include the tax, and dividing the remainder by 1.021. For example, your gross receipts from fuel sales for a period are \$102,000 which includes the tax. Divide \$102,000 by 1.021 and enter the balance (\$99,902.06) on Line 1.

Line 2 Enter the cost price of fuel that you purchased without payment of the fuel sales tax and withdrew from inventory during the period for retail sale. Cost price includes your actual cost of the fuel, state and federal excise taxes, and storage tank fee but does not include separately stated federal diesel excise tax or markup. This item does not apply to fuel withdrawn from an inventory for retail sale outside a transportation district imposing the tax.

If you are unable to determine the cost price, you may use the sales price of the fuel to compute the tax liability. If you use the sales price, make sure that you exclude the motor vehicle fuel sales tax as explained on Line 1.

Line 7 The dealer's discount rate is 2% of the tax due on total monthly sales from all locations. You cannot take the dealer's discount unless you file the return and pay the tax by the due date.

Enter your dealer's discount amount on Line 7.

Line 9 If you file the return and/or pay the tax after the due date, a penalty is assessed. The penalty is 6% of the tax due on Line 6 for each month or fraction of a month that the tax is not paid, not to exceed 30%. In no case will the penalty be less than \$10.00, **even if no tax is due**.

Line 10 If you file the return and/or pay the tax after the due date, interest is due. Interest is computed on the tax due on Line 6 at the rate established in Section 6621 of the *Internal Revenue Code of 1954*, as amended plus 2%.

Declaration and Signature: Be sure to sign, date and enter your phone number in the space provided on the back of the return.

Preparation of Schedule of Virginia Motor Vehicle Wholesale Fuel Sales Tax (DFT-1A)

Allocating the Tax: Gross sales, exempt sales, other deductions, and taxable amount must be allocated to the locality where the fuel will be sold at retail. For example, if gas is sold to a retail dealer for retail sale in an Alexandria location, the tax is allocated to Alexandria. However, if the fuel is sold by a distributor whose place of business is in Alexandria and the fuel is delivered to the retail dealer in Falls Church, the tax must be allocated to Falls Church. The tax on any motor vehicle fuels withdrawn from inventory for retail sales is allocated to the locality in which the fuel is sold at retail.

Form DFT-1A Schedule of Motor Vehicle Wholesale Fuel Sales Tax



- Complete this form to allocate **Motor Vehicle Wholesale Fuel Sales Tax** to any locality(ies) in which you distribute fuel.
- Transfer the amount in the total line to the corresponding lines on the Form DFT-1.

Name _____

Account Number _____

Address _____

Filing Period (Year/Month) _____

You must complete Schedule DFT-1A and submit with your return.

Locality	Code	Total of Lines 1 and 2 (Line 3, Form DFT-1)	Amount of Exempt Sales (Line 4a, Form DFT-1)	Other Deductions (Line 4b, Form DFT-1)	Taxable Amount (Line 5, Form DFT-1)
Alexandria	51510				
Arlington	51013				
Fairfax City	51600				
Fairfax County	51059				
Falls Church	51610				
Fredericksburg	51630				
Loudoun	51107				
Manassas	51683				
Manassas Park	51685				
Prince William	51153				
Spotsylvania	51177				
Stafford	51179				
Totals					

Mail completed forms (the return, the voucher, schedule(s) and payment) to:



**VIRGINIA DEPARTMENT OF TAXATION
MOTOR VEHICLE WHOLESALE FUEL
SALES TAX
PO BOX 26627
RICHMOND VA 23261-6627**