MOTOR FUEL REFUND BULK FUEL DISBURSEMENTS SCHEDULE

Purpose: **Use this Schedule to record individual bulk fuel disbursements for the month.**

Instructions: **Follow the instructions on back of this Schedule. File and maintain completed Schedule for four years.**

COMPANY/ INDIVDUAL INFORMATION				
NAME	ADDRESS	CITY	STATE	ZIP CODE

BULK FUEL TANK INFORMATION					
MONTH	YEAR	BULK TANK #	FUEL TYPE	REFUND PERMIT #	REMARKS

BULK FUEL DISBURSEMENT INFORMATION						
DATE (mm/dd/yy)	**TAG # / EQUIP DESECRIPTION**	**BEGINNING METER READING**	**GALLONS USED IN HIGHWAY VEHICLES**	**GALLONS USED IN NON-HIGHWAY VEHICLES**	**GALLONS USED IN OFF ROAD EQUIPMENT**	**ENDING METER READING**
TOTALGALLONS:						

MF-72
(Rev 5-09)

K.A.R. 92-3-20 Refunds, books and records.
(a) Each person claiming a refund of motor fuel tax for non-highway usage shall substantiate the claim with adequate records. An officer, partner, or owner shall verify each return as to the accuracy of the information included on the return.

Fuel used shall be presumed to be for highway use unless it is accurately documented for non-highway use.

Company/Individual Information: Enter the Name, Address, City, State, and Zip Code.

Bulk Fuel Tank Information: Enter the Month, Year, Bulk Tank #, Fuel Type, and Refund Permit #.

Bulk Fuel Disbursement Information: Enter the Date, Tag # or Equipment Description, Beginning Meter Reading, Gallons used in Highway Vehicles, Gallons used in Non-Highway Vehicles, Gallons used in Off Road Equipment, and Ending Meter Reading.

Total Gallons: Enter the total gallons disbursed for Gallons used in Highway Vehicles, Gallons used in Non-Highway Vehicles, and Gallons used in Off Road Equipment. Carry this information over to your Bulk Fuel Inventory/Reconciliation Schedule.

Example:

BULK FUEL DISBURSEMENT INFORMATION						
DATE (mm/dd/yy)	TAG # / EQUIP DESECRIPTION	BEGINNING METER READING	GALLONS USED IN HIGHWAY VEHICLES	GALLONS USED IN NON-HIGHWAY VEHICLES	GALLONS USED IN OFF ROAD EQUIPMENT	ENDING METER READING
04/03/09	Compressor1	1850.1			11.1	1861.2
04/03/09	ABC123	1861.2	85.8			1947.0
04/04/09	Loader	1947.0			25.3	1972.3
TOTALGALLONS:			85.8		36.4	