IFTA RETAIL FUEL PURCHASE SCHEDULE

Purpose: **Use this Schedule to record fuel purchases by jurisdiction for the month/quarter.**

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

CARRIER INFORMATION				
CARRIER NAME	CARRIER ADDRESS	CITY	STATE	ZIP CODE

FUEL SUMMARY INFORMATION				
MONTH/QUARTER	YEAR	FUEL TYPE	TOTAL FUEL SUMMARY PER MONTH/QUARTER	REMARKS

JURISDICTION FUEL PURCHASED INFORMATION										
DATE (mm/dd/yyyy)	**INVOICE #**	**VENDOR NAME**	**VENDOR CITY**	**UNIT**	**JURISDICTION FUEL** KS	**JURISDICTION FUEL**	**JURISDICTION FUEL**	**JURISDICTION FUEL**	**JURISDICTION FUEL**	**JURISDICTION FUEL**
TOTAL GALLONS BY JURISDICTION										

MF-92 (5-09)

INSTRUCTIONS

P550.100: Requires a licensee to maintain complete records of all motor fuel purchased, received, and used in the conduct of its business. Separate totals must be complied for each motor fuel type. Retail fuel purchases and bulk fuel purchases must be accounted for separately. Prepare a Monthly/Quarterly Retail Fuel Purchase Schedule by fuel type; **Maintain Schedule and fuel receipts for four years.**

Carrier Information: Enter the Name, Address, City, State, and Zip Code for the carrier

Fuel Summary Information: Enter the Month/Quarter, Year, Fuel Type, and Total Fuel Summary for Month/Quarter

Jurisdiction Fuel Purchased Information: Enter the Date, Invoice #, Vendor Name, Vendor City, Unit #, and Fuel by Jurisdiction

Total Gallons by Jurisdiction: Enter the total gallons purchased in each jurisdiction

Example

JURISDICTION FUEL PURCHASED INFORMATION										
DATE (mm/dd/yyyy)	INVOICE #	VENDOR NAME	VENDOR CITY	UNIT	JURISDICTION FUEL KS	JURISDICTION FUEL MO	JURISDICTION FUEL CO	JURISDICTION FUEL NE	JURISDICTION FUEL	JURISDICTION FUEL
08/20/09	125	Fuelup	Jump City	012	121.51					
08/22/09	X127	Pump City	Fools Gold	013		141.52				
08/24/09	J008	Any Nane	Water Town	012			98.89			
08/25/09	T0009	Fuelme	Jasper	013				115.23		
TOTAL GALLONS BY JURISDICTION					121.51	141.52	98.89	115.23		