UTAH STATE TAX COMMISSION
DIVISION OF MOTOR VEHICLES 210 N 1950 W SALT LAKE CITY UT 84134-8040 Website: tax.utah.gov
rtL074 12/99

Account Type: International Fuel Tax (IFTA)
Account ID: 10016001-002-IFT

Date Issued: May 19, 2011

Letter ID: L0179175424

TEST ACCOUNT
210 N 1950 W
SALT LAKE CTY UT 84134-9000

You are required to file all International Fuel Tax Agreement (IFTA) and Special Fuel User (SFU) tax returns and renewals online using Tax Express, Taxpayer Access Point (TAP). You will need the following information to set up online access to your accounts. If this creates a burden, please contact Motor Carrier Services at one of the numbers listed under contact information below.

- Federal Employer Identification Number (FEIN) or Social Security Number (SSN)
- GenTax IFTA account number provided by Motor Carrier Services (MCS)
- Your PIN (1410592256)

What To Do

1. Access TAP at **tap.tax.utah.gov**, you should be at the "Accessing TAP" window.
2. Click the blue "Sign Up for TAP Access" link, you should be at the "Access Information" window.
3. Fill in all required fields.
4. Be sure to choose your tax type in the last field "Select Tax Account Type."
5. Click the "Next >" button, you should be at the "Verify Account Access Information" window.
6. Fill in all required fields.
7. Click the "Next >" button, you should be at the window where you can answer "Yes" to submit your request.
8. You should be at the "Tap Confirmation" window. Keep your confirmation number in a safe place.
9. Click "OK," you should be back at the "Accessing TAP" window
10. Check your email for a message from "TAPSupport@utah.gov". This message will have an authorization code and a web link you will need the first time you log in to TAP.

Please Note

- If you are using a third-party provider (Reporting/Licensing Agent), you must make sure your Power of Attorney (POA) is complete and clearly shows the accounts (IFTA; SFU; IRP) for which you are granting access.
- Instructions for each type of transaction are available on the MCS website at **motorcarrier.utah.gov**.
- Instructions can be printed using Adobe Reader. For a free download go to **get.adobe.com/reader**.

Contact Information

We look forward to working with you in the future and continuing our growing partnership. If you have any questions, call Motor Carrier Services at 801-297-6800 or toll free 1-888-251-9555 or send us a fax at 801-297-6899. You may also write to Motor Carrier Services at the address at the top of this notice.

Respectfully,
Motor Carrier Services

The Utah Taxpayer Bill of Rights (Pub 2) is available on the Tax Commission's website tax.utah.gov or upon request. This publication describes your rights and obligations and the Tax Commission's procedures for appeals, refund claims and collections.
If you need an accommodation under the Americans with Disabilities Act, contact the Tax Commission at 801-297-3811 or TDD 801-297-2020. Please allow three working days for a response.