



Filing an IFTA Quarterly Tax Return

October 2021



Indiana Department of Revenue

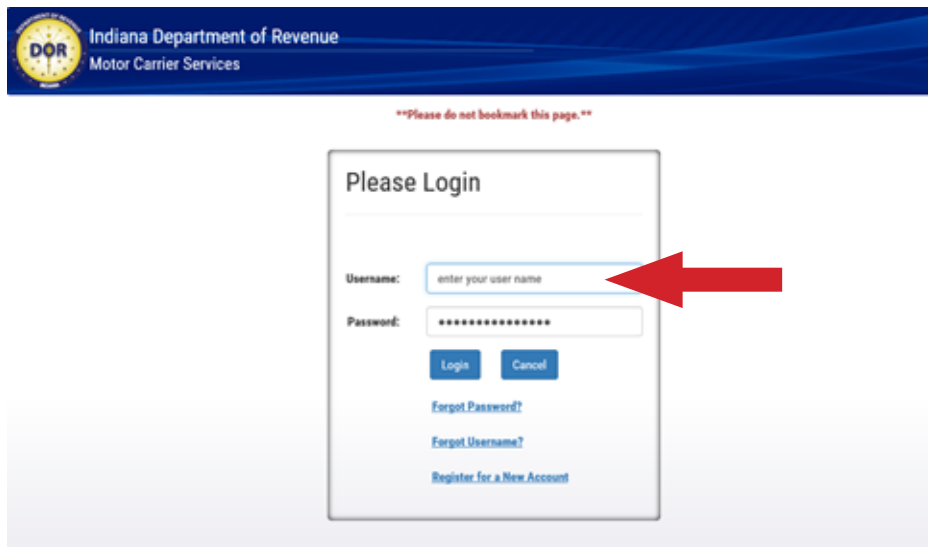
How to File an IFTA Quarterly Tax Return

In order to file a quarterly tax return for the International Fuel Tax Agreement (IFTA) with the Indiana Department of Revenue (DOR) Motor Carrier Services (MCS), carriers will need to create a fuel tax account and file quarterly tax returns through DOR Motor Carrier Service's online Fuel Tax System (FTS). A fuel tax return must be filed every quarter, including returns for quarters where no taxable activity occurred. Carriers legally exempt from filing online will receive their quarterly fuel tax return by mail. To file the quarterly tax return, follow the detailed instructions below.

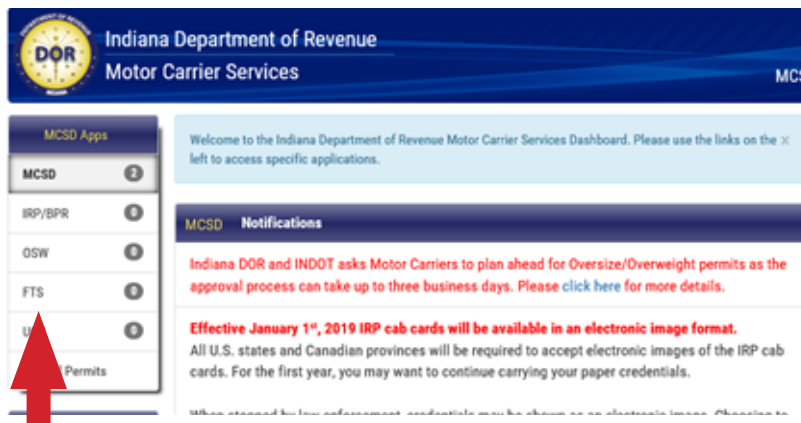
Step 1. Log into the Motor Carrier Services online portal at motorcarrier.dor.in.gov/loginHome.html.



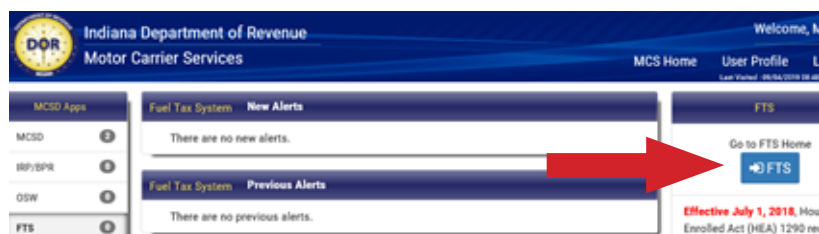
Step 2: Enter the username and password you created when setting up your account.



Step 3: Find the "MCSD Apps" menu on the left and select "FTS."



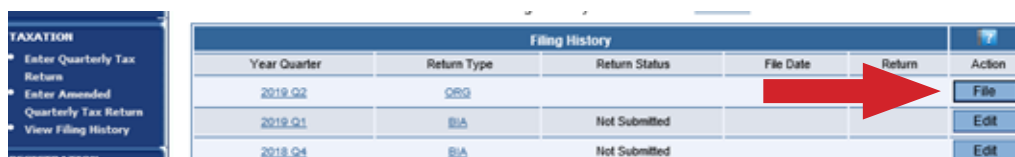
Step 4: Read any alerts that appear in the middle of the screen and click on the blue “➔FTS” button to the right of the alerts section.



Step 5: On the left side of the screen, under “Taxation”, select “Enter Quarterly Tax Return .”



Step 6: Look under “Filing History” for the correct quarter, follow the row to the right and click on the “File” button located in the “Action” column.



Step 7: Select the appropriate fuel types for this return. If you did not have taxable activity this quarter, click on the checkbox next to “Zero activity for this period.”

Zero Activity for this period ☐

(NOTE: Clicking the Zero Return checkbox will over-write any data entered, and the QTR will be calculated as zeroes.)

Type(s) of fuel purchased and placed in by qualified Motor Vehicles for this quarter.

| | | |
|--|---|-------------------------------------|
| <input checked="" type="checkbox"/> Diesel | <input type="checkbox"/> Gasoline | <input type="checkbox"/> Bio-diesel |
| <input type="checkbox"/> A-55 | <input type="checkbox"/> Compressed Natural Gas | <input type="checkbox"/> E-85 |
| <input type="checkbox"/> Electricity | <input type="checkbox"/> Ethanol | <input type="checkbox"/> Gasohol |
| <input type="checkbox"/> Hydrogen | <input type="checkbox"/> Liquid Natural Gas | <input type="checkbox"/> M-85 |
| <input type="checkbox"/> Methanol | <input type="checkbox"/> Propane | |

Continue

Note: Customers filing IFTA returns will see a map. Select the states and provinces (jurisdictions) in which you traveled. Indicated areas will turn in orange on the map. Select “Continue.”

Select the Jurisdictions where your DIESEL Qualified Motor Vehicles traveled during this Quarter

DIESEL Jurisdictions

Canada Jurisdictions:

- ☐ Alberta
- ☐ British Columbia
- ☐ Manitoba
- ☐ New Brunswick
- ☐ Newfoundland
- ☐ Nova Scotia
- ☐ N.W. Territory
- ☐ Ontario
- ☐ P.E. Island
- ☐ Quebec
- ☐ Saskatchewan
- ☐ Yukon Territory

☐ Select All US Jurisdictions

☐ Select All Canadian Jurisdictions

Selected **DIESEL** Jurisdictions:

Step 8: Enter the total miles, taxable miles, tax paid gallons and number of qualified vehicles for each jurisdiction. Then select “Continue.”

Sort By: ☐ Fuel Type ☐ Jurisdiction

| Jurisdiction | Fuel Type | Total Miles | Taxable Miles | Tax Paid Gallons |
|--------------|-----------|-------------|---------------|------------------|
| ILLINOIS | Diesel | 982 | 982 | 0 |
| INDIANA | Diesel | 5863 | 5863 | 483 |

Add More Lines

Additional Information

Number of Qualified Vehicles: 2

Save and Exit Continue

Step 9: Review the information displayed on the page. If it is correct, select “Calculate.” If the information is incorrect, select “Edit tax data” to make corrections. The following page will show you if any amount of tax is due to DOR.

Step 10: Select Continue.

Step 11: Read and accept the disclaimer, then press the “Submit” button. You will pay any taxes owed after submitting your return.

If you have questions, you may call DOR’s Motor Carrier Services at (317) 615-7200, Monday through Friday, 8 a.m. – 4:30 p.m. EST for assistance.