
• Magnetic Media Filing Required for Motor Fuel/Underground Storage Tank Tax Schedules

**TO: All Filers of RMFT-5,
Distributor/Supplier
Tax Return, and
RMFT-5-US, Receiver
Tax Return**

Effective July 1, 1994, licensed motor fuel distributors, suppliers, and receivers will be required to file supporting schedule data using magnetic media (i.e., diskette or magnetic tape).

The original returns, Form RMFT-5, and Form RMFT-5-US, must still be filed on the paper forms provided by the department.

**Do I send my magnetic
media with my return?**

No. Returns will continue to be mailed to:
ILLINOIS DEPARTMENT OF
REVENUE
MOTOR FUEL TAX
PO BOX 19019
SPRINGFIELD IL 62794-9019

All magnetic media must be mailed to
ILLINOIS DEPARTMENT OF
REVENUE
MOTOR FUEL REVIEW &
CORRECTION SECTION
PO BOX 19477
SPRINGFIELD IL 62794-9477

The due dates for filing supporting schedule data using magnetic media are the same as for filing returns.

**Will the department supply
software or diskettes?**

No. You must develop a format that meets all magnetic media requirements. A copy of the

department's standards is enclosed with this bulletin. A test copy of your magnetic media schedules must be submitted for department approval. We will begin accepting test disks immediately. Once your magnetic media has been approved, you must file both department printed schedules and your magnetic media for two consecutive months.

**Which magnetic media
standards must I follow?**

Supporting schedule data must be submitted on a 3 1/2" diskette, 5 1/4" floppy disk, 9" magnetic tape, or size 2490, or 3490E cartridge. All media must be IBM or IBM compatible.

**Which schedules will I be
required to file using
magnetic media?**

Schedules A, SA, LA, GAI, E, SE, LE, B, SB, LB, C, SC, LC, D, SD, SDI, and LD must be submitted on magnetic media. Amended schedules must be filed on department forms or department approved computer generated forms.

**Which schedules cannot
be filed using magnetic
media?**

Schedules F, J, and M and amended schedules must still be filed using department printed schedules or department approved computer generated schedules

**What is the first reporting
period that must be filed
using magnetic media?**

The June, 1994, liability period is the first that must be filed using magnetic media and is due no later than July 20, 1994.

**Are there any exceptions
to using magnetic media?**

Yes. If you:

- do not have a computer
 - have a non-compatible computer, or
 - have ten or less business transactions per month per schedule type,
- you may qualify for an exception to the magnetic media filing requirements.

If you feel you qualify for an exception, you must petition the department at the address printed at the bottom of this bulletin.

All exceptions expire one year from the date they were granted.

Questions?

If you have questions or need more information, please call or write our Motor Fuel Review and Correction Section. Our telephone and address are printed at the bottom of this bulletin.

For Information...

Call: 1 800 732-8866 toll free or
1 217 782-2291 in Springfield

Write: MOTOR FUEL REVIEW &
CORRECTION SECTION,
ILLINOIS DEPARTMENT OF REVENUE
PO BOX 19477
SPRINGFIELD, IL 62794-9477

