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Bulletin

David Harris, Director

County Motor Fuel Tax Imposed in Will County

To: All Registered Illinois Retailers Selling Motor Fuel in Will County

This bulletin is written to inform you of recent changes; it does not replace statutes, rules and regulations, or court decisions.

For information or forms
Visit our website at:
tax.illinois.gov

Call us at:
1 800 732-8866 or
217 782-3336

Call our TDD
(telecommunications device
for the deaf) at:
1 800 544-5304

As permitted under the County Motor Fuel Tax Law, 55 ILCS 5/5-1035.1, effective **February 1, 2020**, Will County has imposed a County Motor Fuel Tax on retail sales of motor fuel in that county.

What sales are subject to the County Motor Fuel Tax?

The County Motor Fuel Tax Law allows Will County to impose a tax in the county on sales of motor fuel at retail within the county for the operation of motor vehicles upon public highways or for the operation of recreational watercraft upon waterways. The sales must be for the purchaser's use or consumption and not for the purpose of resale.

What is the County Motor Fuel Tax rate in Will County?

Will County has imposed the County Motor Fuel Tax at an initial rate of **four cents (4¢) per gallon**.

Can the County Motor Fuel Tax rate in Will County change?

Yes. Beginning June 2020, and continuing each subsequent year, the Illinois Department of Revenue (IDOR) is required to determine an annual rate increase to take effect on July 1 of that year and continue through June 30 of the next year. IDOR must publish by June 1 of each year on its website at tax.illinois.gov the rate that will take effect on July 1 of that year. The rate must be rounded to the nearest one-tenth of one cent, and each new rate may not exceed the rate in effect on June 30 of the previous year plus one cent.

Where can I verify the rates of County Motor Fuel Tax I should be collecting?

IDOR's website at tax.illinois.gov is the best resource for up-to-date tax information. Use the Tax Rate Database on our website to look up rates for County Motor Fuel Tax and other taxes. IDOR also posts rate change bulletins on its website and sends notifications of rate change bulletins as messages in MyTax Illinois, available at mytax.illinois.gov. Taxpayers electronically filing Form CMFT-1, County Motor Fuel Tax Return, using MyTax Illinois will have the rates populated for them based on the addresses where they make retail sales of motor fuel.

If I am currently selling motor fuel at retail in Will County, how can I register for the County Motor Fuel Tax?

Any retailer that is already selling motor fuel in Will County must contact our Central Registration Division at **217 785-3707** to register its sites in Will County for County Motor Fuel Tax, regardless of whether the retailer is already registered with the Illinois Department of Revenue to collect the County Motor Fuel Tax for sites in DuPage, Kane, or McHenry County.

How do I report County Motor Fuel Tax for Will County?

You must file a Form CMFT-1, County Motor Fuel Tax Return, if you make retail sales of motor fuel within Will County on or after February 1, 2020. You can use MyTax Illinois at **mytax.illinois.gov** to file your Form CMFT-1. MyTax Illinois also allows for electronic payment of any tax due.

When is Form CMFT-1 due?

You must file this return, along with any payment you owe, on or before the 20th day of the month following the end of the liability period. Your reporting period is the same as the period for filing your Form ST-1. The first CMFT-1 return due date to report retail sales of motor fuel within Will County is March 20, 2020 (reporting sales made in February 2020).

Note: If the due date falls on a weekend or holiday, your payment is due the next business day.

What if I have multiple sites where I sell motor fuel at retail?

If you make retail sales of motor fuel from more than one site that is subject to County Motor Fuel Tax, including sales in Will County on or after February 1, 2020, you must report all of these sales on a single Form CMFT-1 by completing and attaching Form CMFT-2, Multiple Site Form, to your Form CMFT-1.

MyTax Illinois allows users to calculate their tax due for each location on Form CMFT-2 and combine their liability on a single Form CMFT-1.

How does the County Motor Fuel Tax impact the calculation of my sales tax (Retailers' Occupation Tax)?

In calculating your sales tax (Retailers' Occupation Tax) on motor fuel, you must include the County Motor Fuel Tax in the selling price subject to tax.