



STATE OF TENNESSEE  
DEPARTMENT OF REVENUE

**Additional Taxes Added to TNTAP**

March 12, 2020

The Department of Revenue has a new tax filing website called TNTAP, or the Tennessee Taxpayer Access Point. In early May 2020, all motor fuel accounts will be added to TNTAP for you to file the April period return. Once the new taxes are added you will be able to file return(s), make payment(s), view submission status, verify previous filings, and view mailed letters electronically. The Department will continue to send updates regarding this transition as we approach May.

**Changes with the April filing period submitted in May**

- All accounts will be available on TNTAP starting with the April period due in May.
- Refund requests will not need to provide receipts/invoices. This includes Governmental sales, wholesaler, end user, and specialized equipment refund claims. Starting with the April period filed in May, taxpayers will submit a Schedule form with the details.
- Options for filing include: XML (replacing EDI), upload an Excel spreadsheet, or enter information through your TNTAP account. See the attachment for details.
- Transporter and Terminal Operator March filings due in April will need to be filed before April 24 in Avalara or after early May in TNTAP. These returns will not be marked as late if they are received on or before June 1.
- All forms will be updated with new details and available on the website. If you must submit a paper form, please submit the updated version.
- You will not be able to gain access to your account(s) in TNTAP until they have been added to the system in early May.

**More details are available on [tntapinfo.com](http://tntapinfo.com) in the “Coming Soon” section.**

## **File All Motor Fuel Returns, Payments and Refunds in TNTAP Starting May 2020**

### **What can I do in TNTAP?**

- File and pay returns, amend returns, view letters, and request refunds.

### **Getting Started in TNTAP**

- If you have already created a TNTAP logon to file and pay online, you do not need a new one. Use your current logon and gain access to your account using your account number.
- If you do not currently use TNTAP for a different tax account, gather information needed by using our [checklist](#).

### **Registration**

- Registration for new licenses will be available through TNTAP. If your license is current, you do not need to re-register.

### **Returns and Payments**

- Payments will be made through TNTAP instead of Global Payments.
- All motor fuel forms will be updated in May 2020 and available at that time on the Revenue website. If you must submit any paper forms, please submit the updated ones.
- This includes **all** returns and refunds that you currently file through the Tennessee Web Filing Automated Fuel Tax System.

### **All returns and schedules will be available for e-filing on TNTAP.**

- Options for filing include XML (replacing EDI), uploading an Excel spreadsheet, or by entering information through your TNTAP account. See page two for available options by account type.
  - A separate file will be required per tax account.
- For distributors, blenders, terminal operators monthly, transporters, licensed exporters:
  - If you currently upload an EDI file, the file format will change from EDI to XML.
  - The information you are asked to provide remains the same.
- Refund requests for motor fuel taxes will be available through TNTAP.
- If you plan to upload an XML file to assist in filing return details, please email [efile.questions@tn.gov](mailto:efile.questions@tn.gov) for assistance.
  - Please ensure contact information is included in your email so the Department of Revenue can contact your representative about testing.

### **Refund Accounts**

- Accounts available in May include: agriculture gas, auxiliary motor/percentage (specialized equipment claim for refund), end user, governmental sales, and wholesaler.

**Major Forms available through TNTAP, Excel, or XML**

<b>Form Type</b>	<b>Available in TNTAP?</b>	<b>Excel Upload?</b>	<b>XML Upload?</b>	<b>Supplemental Amending?</b>
PET 350 - Distributor Monthly Fuel Tax Return	<b>Yes</b>	<b>Yes</b>	<b>Yes</b>	<b>Yes</b>
PET 357 - Governmental Sales Claim for Refund				
PET 368 - Blender's Return				
PET 372 - Petroleum Products Terminal Return				
PET 373 - Petroleum Products Transporter Return				
PET 377 - Exporter Tax Return & Claim for Refund				
PET 354 - Specialized Equipment Claim for Refund	<b>Yes</b>	<b>Yes</b>	<b>No</b>	<b>No</b>
PET 356 - Liquefied Gas User Annual Tax Return				
PET 366 - Compressed Natural Gas User's Tax Return				
PET 371 - End User Claim for Refund				
PET 353 - Agricultural Purposes Claim for Refund	<b>Yes</b>	<b>No</b>	<b>No</b>	<b>No</b>
PET 355 - Dealer's Liquefied Gas Tax Return				
PET 358 - Renewal Application for Prepaid Users Authorization				
PET 360 - Fuel Alcohol Producer Fee Renewal				
PET 369 - Motor Fuels Floorstock Tax Return				
PET 374 - Annual Terminal Return				
PET 375 - Wholesaler Claim for Refund				
PET 380 - Unlicensed Exporter Claim for Refund				
PET 386 - Dealer's Compressed Natural Gas Tax Return				
PET 387 - Transportation Fuel Equity Return				
PET 381 - Fabricating User Claim for Refund	<b>No</b>	<b>No</b>	<b>No</b>	<b>No</b>