

Instructions for Form 3779, *Transporter Schedule of Deliveries or Diversions (803-TS)*

Identifying Information

Company name and FEIN - Enter the name and FEIN for the transporter shown on the Transporter Quarterly Report.

License Number - Enter taxpayer's 8-digit license number.

Report Period - Enter report period (example 06/2001 or June 2001).

Product Codes - You must enter the appropriate product code. If transporting more than one product type during the report period complete a separate schedule for each product code. See the Transporter Quarterly Report or Treasury's Web site for a list of product codes.

General Information

This schedule provides detailed information for each delivery included on the Transporter Quarterly Report. You must provide a separate sheet for each product code and schedule type. Prior to recording the information requested in columns (1) through (12), you should organize your records as follows:

Schedule 11A - Diversions **to** Michigan - Enter the Original Point of Destination in column 8 on the front of the form.

Schedule 11B - Diversion **from** Michigan - Enter the Revised Point of Destination in column 8 on the front of the form.

Schedule 14A - Deliveries of petroleum product loaded in Michigan and transported to locations outside of Michigan (Exports).

Schedule 14B - Deliveries of petroleum product loaded at out-of-state bulk plant terminals and refineries, and transported into Michigan (Imports).

Column Instructions

Column 1 and 2: Person Hiring the Transporter - Enter the name and FEIN of the company that hired the transporter.

Column 3 and 4: Seller - Enter the name and FEIN of the company from whose account the fuel was acquired or withdrawn.

Column 5: Mode of Transport - Enter one of the following:

J = Truck R = Rail

Column 6: Origin - Enter the city, state/province/country shown on the delivery document (bill of lading, manifest or other loading document) where the petroleum product was loaded for each delivery.

Column 7: Delivered To Name - Enter the name/company of the final delivery point.

Column 8: Delivered To TCN or City and State - Enter the Terminal Control Number (TCN) or city and state as listed on the following schedules:

- ▶ **Schedule 11A** - Enter the Original Point of Destination
- ▶ **Schedule 11B** - Enter the Revised Point of Destination
- ▶ **Schedule 14A & 14B** - Enter the Terminal Control Number (TCN) or city and state of the final delivery point.

Column 9: Enter the customer FEIN or TR Number for the final delivery point.

Column 10: Date Delivered - Enter the date the petroleum product was delivered for each delivery (MM/DD/YYYY).

Column 11: Document Number - Enter the bill of lading, manifest or other loading document number for the petroleum product.

Column 12: Gallons - Enter the number of gross gallons delivered for each delivery.

Column 13: Diversion Number - Enter the number issued by the taxing agency or its agent that authorizes the diversion of the product from the destination state that is on the original bill of lading.