

Motor Fuel Electronic Filing Application

Issued under authority of P.A. 403 of 2000, as amended.

UserID	
Date	
Initials	

INSTRUCTIONS: Based on your average tax return filing size, choose either to file by using the Web Direct Fillable Forms filing option or using the File Transfer Protocol (FTP) filing option.

Company Name	Application Date		
Mailing Address	City	State	ZIP Code
FEIN Number	Phone Number	Fax Number	
Electronic Filing Contact Person	Contact Person Phone Number	Contact Person Email Address	

FILING OPTIONS (Select only one option)

Web Direct Fillable Forms NOTE: Liquefied Petroleum Gasoline (LPG) Dealers, Retail Marine Diesel Dealers and Terminal Operators (annual returns only) must file using Web Direct Fillable Forms filing option.

File Transfer Protocol (FTP) You MUST select a TRANSMISSION FORMAT METHOD FOR FTP OPTION:
 ANSI X.12 813 4030 ASCII Flat File

FTP file specifications can be found on our e-file Web site: www.michigan.gov/motorfuelfile

INTERNET FTP SERVER DISCLAIMER: The system is for the use of authorized clients only. Individuals using the computer network system without authorization, or in excess of their authorization, are subject to having all their activity on this computer network system monitored and recorded by system personnel. To protect the computer network system from unauthorized use and to ensure the computer network systems is functioning properly, system administrators will monitor this system. Anyone using this computer network system expressly consents to such monitoring and is advised that if such monitoring reveals possible conduct of criminal activity, system personnel may provide the evidence of such activity to law enforcement officers. Access is restricted to authorized users only. Unauthorized access is a violation of state, federal, civil and criminal laws.

AUTHORIZATION

Licensee identification number and password, when included as part of the report filed pursuant to this Agreement, shall constitute the signature of the Licensee on the Report as if such Report were actually signed by the Licensee. In addition, the transmission using the Licensee identification number and password will act as certification of sales that the 1.5% allowance was passed on to Wholesalers and 1/3 of the 1.5% allowance was passed on to Retailers pursuant to statute. Each party shall adopt as its signature an electronic identification consisting of codes in each electronic transmission transmitted by such Party (the "Signature"). Each party agrees that any Signature of a Party affixed to or contained in any transmitted electronic transmission shall be sufficient to verify the Party originated such electronic transmission. Neither Party shall disclose to any unauthorized person the Signature of the other Party. Each Party agrees to maintain adequate back-up files to recreate electronic transmission as required. Back-up files shall be subject to the terms of this Agreement to the same extent as the original data. Electronic transmissions shall be retained for such periods as required by relevant Michigan statutes.

Authorized Signature	Title	Date
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Send applications to:
Michigan Department of Treasury
Special Taxes Division - Motor Fuel
P.O. Box 30474
Lansing, MI 48909-7974

(517) 636-4600