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GOVERNOR

STATE OF MICHIGAN  
DEPARTMENT OF TREASURY  
LANSING  
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ROBERT J. KLEINE  
STATE TREASURER

**NOTICE TO IFTA LICENSEES**

**Michigan International Fuel Tax Agreement (IFTA) Renewal Application  
Due Date: December 1, 2008**

Enclosed is your 2009 *Renewal Application for Michigan IFTA Fuel Tax License* (Form 3014). Complete and mail your renewal application by **December 1, 2008**, to ensure your license and decal(s) are renewed before the December 31, 2008, expiration date. If your accountant completes Form 3014 on your behalf, please forward this notice to your accountant.

**To Renew Your License and Decals**

Complete each line and enter all requested information on the enclosed *Renewal Application for Michigan IFTA Fuel Tax License* Form 3014. Indicate N/A (Not Applicable) if a line does not pertain to your business. Verify that all questions have been answered, that the form is signed and any changes in your business have been reflected.

Keep a copy for your records and mail or fax the renewal application (Form 3014) no later than **December 1, 2008** to:

Customer Contact Division, Special Taxes  
Michigan Department of Treasury  
P.O. Box 30474  
Lansing, MI 48909-7974  
Or Fax to 517-636-4593.

**Note: Your 2009 renewal application will not be processed if information requested on Form 3014 is incomplete or if all prior IFTA returns and taxes have not been filed and paid to date.**

**If You Do Not Wish to Renew Your License or You Discontinue Operations**

**If you do not wish to have your IFTA Account renewed for 2009, please disregard this notice.**

If you have been issued a 2009 IFTA License and Decal and wish to discontinue operations prior to December 31, 2009, you must inform Treasury within 15 days of the date of discontinuance and **return all unused decals**. Send a signed letter of explanation or submit *IFTA Cancellation of Account* (Form 4460) to Treasury (address above) including notification of the destruction of your original license and used decals.

**IMPORTANT:** All *IFTA Quarterly Fuel Tax Returns (Form IFTA-100)* must be filed and taxes paid within 30 days from the date of discontinuance or the Department will issue computed (estimated) assessments for any tax due.

If you have any questions or need additional information, visit Treasury's Web site at **[www.michigan.gov/taxes](http://www.michigan.gov/taxes)** or call IFTA Customer Service at (517) 636-4580.

Enclosures