



TERMINAL OPERATOR'S SCHEDULE OF RECEIPTS
WEST VIRGINIA STATE TAX DEPARTMENT
 Tax Account Administration Division
 P O BOX 2991
 Charleston, WV 25330-2991
 (304) 558-8623; (304) 558-8624; (304) 558-8625; (304) 558-8626

YOU MUST COMPLETE SEPARATE SCHEDULES FOR EACH PRODUCT TYPE AND POSITION HOLDER

FEIN		NAME			TERMINAL CONTROL NUMBER		SCHEDULE 2A		MONTH/YEAR
PRODUCT INFORMATION (CHECK APPLICABLE BOX)						MODE OF TRANSPORTATION			
<input type="checkbox"/> 150 – #1 Fuel Oil <input type="checkbox"/> 125 – Aviation Gasoline <input type="checkbox"/> 130 – Aviation Jet Fuel <input type="checkbox"/> 122 – Blending Components <input type="checkbox"/> 124 – Gasohol <input type="checkbox"/> 065 – Gasoline		<input type="checkbox"/> 228 – Diesel – Dyed <input type="checkbox"/> 160 – Diesel – Undyed <input type="checkbox"/> 170 – Biodiesel – Undyed <input type="checkbox"/> 072 – Kerosene – Dyed <input type="checkbox"/> 142 – Kerosene – Undyed		<input type="checkbox"/> 054 – Propane <input type="checkbox"/> 224 – Compressed Natural Gas <input type="checkbox"/> 225 – Liquefied Natural Gas <input type="checkbox"/> Other – Product Type _____ Product Code _____		J – Truck R – Rail B – Barge ST – Stationary Transfer BA – Book Adjustment			
PRODUCT RECEIPT INFORMATION									
(1) Carrier/Motor Fuel Transporter Name	(2) Carrier/Motor Fuel Transporter FEIN	(3) Mode	(4) Position Holder Name	(5) Position Holder FEIN	(6) Date Received	(7) Bill of Lading Number	(8) Gross Gallons	(9) NET GALLONS	
TOTAL THIS PAGE									
TOTAL ALL PAGES									
Transfer Net Gallons to Line 2 of report									

IMPORTANT NOTICE:
 You must obtain prior approval to submit your own schedules.

INSTRUCTIONS

This schedule provides detail in support of the receipts amount(s) shown on your monthly West Virginia Terminal Operator's Report (WV/GAS-503). Upon prior approval, you may submit a schedule summarizing your receipts schedules, which must be formatted the same as the West Virginia Terminal Operator's Schedule of Receipts (WV/GAS-503A). If you choose to submit summary schedules, you must still submit the schedules of individual receipts.

Complete Separate Schedules for Each Product Type and Group Position Holders Together.

FEIN/SSN	Enter your Federal Employment Identification Number (FEIN).
Name	Enter your Name.
Terminal Control Number	Enter the Terminal Control Number assigned by the IRS.
Report Month/Year	Enter the Month and Year you are reporting.
Product Information	Check the applicable box for the product type accounted for on this schedule.
Carrier/Motor Fuel Transporter Name	Enter the Name of the person that transported the product.
Carrier/Motor Fuel Transporter FEIN	Enter the FEIN of the person that transported the product.
Mode	Enter the mode of transport used to move the product. Use J – Truck; R – Rail; B – Barge; ST – Stationary Transfer; BA – Book Adjustment
Position Holder Name	Enter the Name of the person that owns the product as shown on your terminal records.
Position Holder FEIN	Enter the FEIN of the position holder that owns the product as shown on your terminal records.
Date Received	Enter the date (Month, Day, Year) the product was received.
Document Number	Enter the Terminal Manifest Number (bill of lading) or Barge Ticket Number.
Gross Gallons	Enter the Gross Gallons received.
Net Gallons	Enter the Net Gallons received.
Total This Page	Enter the Total of Column 9 for this page of the report.
Total All Pages	Enter the Grand Total of Column 9 for all pages of this report.