

# MFT-501D

## Distributor Schedule of On-Highway Exempt Fuel Disbursements Instructions

This schedule provides detail in support of the on-highway exempted fuel disbursements amount(s) shown on your monthly West Virginia Distributor Report (WV/GAS-501). Upon prior approval, you may submit a schedule summarizing your on-highway exempted fuel disbursements schedules, which must be formatted the same as the West Virginia Distributor Schedule of On-Highway Exempted Fuel Disbursements (WV/GAS-501D). If you choose to submit summary schedules, you must also submit the schedules of individual on-highway exempted fuel disbursements.

***Complete Separate Schedules for Each Product Type and Group Disbursements Together. All returns filed with a supporting schedule containing more than 25 lines of data must be filed electronically at <https://mytaxes.wvtax.gov>.***

<b>FEIN or 8-Digit Acct No.</b>	Enter the Federal Employment Identification Number (FEIN) or 8-Digit Acct No. as shown on your monthly West Virginia Distributor Report.
<b>Name</b>	Enter the Name of the Company as shown on your monthly West Virginia Distributor Report.
<b>Report Month/Year</b>	Enter the Month and Year for which you are reporting.
<b>Product Information</b>	Check the applicable box for the product type accounted for on this schedule.
<b>Motor Fuel Transporter's Name</b>	Enter the Name of the Company that transported the product.
<b>Motor Fuel Transporter's FEIN or 8 Digit Acct No.</b>	Enter the FEIN or 8-Digit Acct No. of the company that transported the product.
<b>Mode</b>	Enter the code for the mode of transport used to move the product (see Mode of Transportation Codes on the front).
<b>Point of Origin</b>	Enter the IRS Terminal Control Number if the product was received from a terminal. Otherwise, enter the City and State where the shipment originated.
<b>Point of Destination</b>	Enter the City and State where the product was delivered.
<b>Purchaser's Name</b>	Enter the Name of the Company that purchased the product.
<b>Purchaser's FEIN or 8-Digit Acct</b>	Enter the FEIN or 8-Digit Acct No. of the company that purchased the product.
<b>Date Received</b>	Enter the date (Month, Day, Year) the product was received.
<b>Document Number</b>	Enter the Terminal Manifest Number or Bulk Plant Withdrawal Invoice Number.
<b>Gross Gallons</b>	Enter the Gross Gallons you delivered.
<b>Net Gallons</b>	Enter the Net Gallons you delivered.
<b>Invoiced Gallons</b>	Enter the total number of Gallons invoiced.
<b>Sub Total</b>	Enter the Total of Columns 9, 10, and 11 for this page of the report.
<b>Grand Total</b>	Enter the Grand Total of Column 11 for all pages of this report.