



Instructions for Form TMT-1.2

Renewal Application for Highway Use Tax and/or Automotive Fuel Carrier Permits - 19th Series

TMT-1.2-I

(10/05)

You can renew your permits on-line by using the One Stop Credentialing and Registration system (OSCAR). Visit the OSCAR Web site at www.oscar.state.ny.us or call 1 800 518-7352 for more information. If you do not want to renew online, please follow the instructions below.

Read these instructions carefully. The numbers below correspond with item numbers on the front and back of Form TMT-1.2. You **must** complete the entire renewal application, or it will be returned.

If the name or address is different from the preprinted information on the renewal application, complete Form DTF-96, *Report of Address Change for Business Tax Accounts*. If there has been a change of entity, do not use this application; use Form TMT-1, *Application for Highway Use Tax and/or Automotive Fuel Carrier Permits*, and enclose a permit fee of \$15 for each self-propelled device, and \$5 for each trailer, semitrailer, or other attached device that transports automotive fuel.

1. If not preprinted on the form, enter your taxpayer identification number (FEIN) or, if none, your social security number.
2. If not preprinted, enter your U.S. Department of Transportation (DOT) number.
3. If licensed under the International Fuel Tax Agreement (IFTA), enter your base jurisdiction (state or province). If not licensed under IFTA, enter **none**.
4. Enter the mailing address for permits if different from the preprinted address.
5. Enter the business telephone number.
6. Enter the address of the office where records are available if other than the preprinted address. If records are maintained by an agent or representative, indicate the name and telephone number of the agent or representative.
7. Give the names, titles, social security numbers, and resident addresses of the principal corporate officers, partners, members of a limited liability company or partnership (LLC/LLP), or individual owner(s). (Include also an executor, administrator, receiver, trustee, or other fiduciary.)
8. For all leased vehicles, enter the manufacturer's serial number as shown in item 10 on Form TMT-1.2, the owner's name, federal identification number or social security number, and address.
9. This application must be signed by the owner, partner, or corporate officer assuming responsibility for the validity of the information it contains.
10. Mark an **X** in the *Do not renew* box for any vehicles for which you do not need renewal permits and stickers. You may use this form to increase or decrease unloaded and/or gross weights by drawing a line through the incorrect information and inserting the revised weights **above** the weights that are crossed out.

The *unloaded weight* of the vehicle is the actual weight of the motor vehicle that includes all equipment that is necessary for the performance of the function of the vehicle as a vehicle (including a full fuel tank), necessary for the safety of the vehicle, permanently attached to the

vehicle, used exclusively for the protection of the load carried by the vehicle, or used exclusively for loading or unloading of the vehicle.

The *gross weight* of a truck is the unloaded weight of the truck plus the weight of the heaviest load to be carried. However, if a truck operates in combination with a trailer or other attached device(s), even if the combination is used only on an occasional basis, the *gross weight* of the truck-trailer combination is the unloaded weight of the truck and the heaviest combined weight of the trailer or other attached device(s) and the weight of the maximum load to be carried.

The *gross weight* of a tractor pulling one or more trailers or other devices, even if only on an occasional basis, is the unloaded weight of the tractor plus the unloaded weight of the heaviest trailer, semitrailer, dolly, or other device(s) to be drawn by the tractor, plus the weight of the heaviest load (not including the weight of the driver or helper) to be carried or drawn by the tractor.

The *gross weight* of a trailer transporting automotive fuel is the unloaded weight of the heaviest tractor used to pull the trailer, semitrailer, dolly, or other drawn device(s), plus the unloaded weight of the trailer, plus the heaviest load to be carried by the trailer being drawn.

Note: The *gross weight* of a tow-truck is the same as its unloaded weight. A tow-truck is not deemed to be operating in combination with the vehicle it pulls. However, a tow-truck that fully supports a vehicle on its flat bed would have to include the weight of the vehicle in its gross weight.

Owner Equipment Number (optional) — if you assign an internal tracking number, such as a unit number, to your vehicles and want this number printed on your permit(s), enter it in the *Owners equipment number* column.

The fee for each 19th series renewal permit and sticker is \$4 for each self-propelled vehicle and \$2 for each trailer, semitrailer, or other attached device that transports automotive fuel, if your application is postmarked on or before December 31, 2005. Applications postmarked after December 31, 2005, are subject to fees of \$15 and \$5 respectively. Make your check or money order for the total amount payable in US funds to the **Commissioner of Taxation and Finance**. Do not send cash. Enter your taxpayer identification number on the check or money order. Mail your completed application to:

**NYS TAX DEPARTMENT
TSRD - HUT RENEWAL UNIT
W A HARRIMAN CAMPUS
ALBANY NY 12227**

Your permits and stickers will be mailed to you, and must be displayed by April 1, 2006.

If you need a new permit and sticker for a vehicle not currently registered use Form TMT-1, *Application for Highway Use Tax and/or Automotive Fuel Carrier Permits*. Enclose with Form TMT-1 a permit fee of \$15 for each self-propelled device and \$5 for each trailer, semitrailer, or other attached device(s) that transports automotive fuel. **You must send separate payments for the renewal permits and the new permits.**

Privacy Notification

The Commissioner of Taxation and Finance may collect and maintain personal information pursuant to the New York State Tax Law, including but not limited to, sections 171, 171-a, 287, 308, 429, 475, 505, 697, 1096, 1142, and 1415 of that Law; and may require disclosure of social security numbers pursuant to 42 USC 405(c)(2)(C)(i).

This information will be used to determine and administer tax liabilities and, when authorized by law, for certain tax offset and exchange of tax information programs as well as for any other lawful purpose.

Information concerning quarterly wages paid to employees is provided to certain state agencies for purposes of fraud prevention, support enforcement, evaluation of the effectiveness of certain employment and training programs and other purposes authorized by law.

Failure to provide the required information may subject you to civil or criminal penalties, or both, under the Tax Law.

This information is maintained by the Director of Records Management and Data Entry, NYS Tax Department, W A Harriman Campus, Albany NY 12227; telephone 1 800 225-5829. From areas outside the United States and outside Canada, call (518) 485-6800.

Need help?



Internet access: www.nystax.gov
(for information, forms, and publications)



Fax-on-demand forms: 1 800 748-3676



Telephone assistance is available from 8:00 A.M. to 5:00 P.M.
(eastern time), Monday through Friday.

To order forms and publications: 1 800 462-8100

Business Tax Information Center: 1 800 972-1233

From areas outside the U.S. and outside Canada: (518) 485-6800

Hearing and speech impaired (telecommunications device for the deaf (TDD) callers only): 1 800 634-2110



Persons with disabilities: In compliance with the Americans with Disabilities Act, we will ensure that our lobbies, offices, meeting rooms, and other facilities are accessible to persons with disabilities. If you have questions about special accommodations for persons with disabilities, please call 1 800 972-1233.

