

INSTRUCTIONS: Annual Terminal Return

Each person operating a terminal in this state is required by Tenn. Code Ann. § 67-3-702(d) to file an annual terminal report and to pay the diesel tax on any losses or unaccounted for gallons that exceed the sum of any gains. This return is filed for each calendar year and is due on or before February 25 of the following year. A separate annual terminal return must be completed for each terminal in Tennessee.

If a terminal is sold during the year, a return will need to be filed by each of the operators for the period that they operated the terminal.

In the event the gallons lost or unaccounted for exceed five percent (5%) of the gallons removed from the terminal across the terminal rack, a penalty of one hundred percent (100%) of the taxes and fees otherwise due shall be paid by the terminal operator with the taxes and fees due. Tenn. Code Ann. § 67-3-505(b).

Taxpayers should submit online their fully completed return, along with the amount from Line 15, by visiting the Department's website at <https://tntap.tn.gov/eservices>. Alternatively, they may mail the return and payment to the address below. Checks should be made out to the Tennessee Department of Revenue.

Tennessee Department of Revenue
Andrew Jackson State Office Building
500 Deaderick Street
Nashville, TN 37242

If this is an amended return, please indicate "Filing Period" and check the appropriate box on the front of this return.

Return

Line 1: Enter the total net gallons of diesel removed from the terminal in bulk during the calendar year.

Line 2: Enter the total net gallons of diesel removed across the terminal rack during the calendar year.

Line 3: Add Lines 1 and 2.

Line 4: Enter the total net gallons of unaccounted for diesel which exceeds any gains.

Line 5: Multiply Line 3 by **0.5%**.

Line 6: If Line 4 is greater than Line 5, enter the difference; if Line 5 is greater than Line 4, then enter zero.

Line 7: Multiply Line 6 by **\$0.01**.

Line 8: Multiply Line 6 by **\$0.004**.

Line 9: Multiply Line 6 by **\$0.27**.

Line 10: Add lines 7 through 9.

Line 11: If your account has a credit balance from an overpayment on a prior return, enter the amount on this line.

Line 12: If filed late, compute penalty at **5%** of the tax due (Line 10 minus Line 11) for each 30 day period or portion thereof for which the tax is delinquent, up to a maximum of **25%** of the delinquent amount. The minimum penalty is \$15 for the delinquent filing of a return.

Line 13: Interest is due on any amount of tax that is paid after the statutory due date of the return. The interest rate is determined in accordance with Tenn. Code Ann. § 67-1-801. The current interest rate can be found at www.tn.gov/revenue. If the payment is late, apply the interest rate to the total tax due (Line 10 minus Line 11)

Line 14: If Line 4 exceeds **5%** of Line 2, enter the amount from Line 10.

Line 15: Add lines 10, 12, 13, and 14; subtract Line 11.