



SPECIAL NOTICE

CALIFORNIA DEPARTMENT
OF TAX AND FEE
ADMINISTRATION
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Sacramento, CA 95814

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CDTFA WEBSITE
www.cdtfa.ca.gov

CUSTOMER SERVICE CENTER
1-800-400-7115

TTY
711

Revisions to the Underground Storage Tank Maintenance Fee Return and Launch of New Online Filing Effective August 12, 2019

Your *Underground Storage Tank Maintenance Fee Return* will be revised and your underground storage tank maintenance fee account will be included in our online services system on August 12, 2019. To help you prepare, here are some important details about the reporting changes and filing online with the California Department of Tax and Fee Administration (CDTFA).

What to expect

CDTFA-501-TK, *Underground Storage Tank Maintenance Fee Return*

- A new line will be added to report *Excess fees collected*.

New Schedule! CDTFA-501-TKX, *Summary by Location*

- This schedule requires you to report the following information for each tank location:
 - *Location Address*
 - *Parcel Number*
 - *Total Gallons Placed into Tanks*

File online

Go Paperless! File your return in our online services system, CDTFA's preferred filing method.

- You will be able to complete your return and schedule online.
 - Your registered locations will pre-populate on your new *Summary by Location Schedule*.
- You may report tank gallons for unregistered sites when you file your return.
 - To permanently add unregistered sites, you may include the parcel number.
- You will need to create a login before you can file online. See *How to login* on the next page.
- We will email you a courtesy reminder to the email address we have on file prior to each filing due date. See *How to prepare* on the next page.
- You will be able to file an amended return online for reporting periods after August 2019.

How to login

- The current *User ID, Password, and Express Login* for this account will not be moved to the new online services system.
- You will need to sign up for a new *Username and Password*. We will mail a security code to the address we have on file so you can complete the login process. Watch for our letter with information about how to sign up.

How to prepare

Please confirm or update your email and mailing address with us at STFRegUpdates@cdtfa.ca.gov or call our Customer Service Center at 1-800-400-7115 (TTY:711) then select the *Special Taxes and Fees* option and follow the prompts for *Underground Storage Tank Maintenance Fee*. Customer service representatives are available Monday through Friday from 8:00 a.m. to 5:00 p.m. (Pacific time), except state holidays.

Questions

For more information on the upcoming changes to our online services, please see our FAQ page at www.cdtfa.ca.gov/services/cros.htm.