



SPECIAL NOTICE

CALIFORNIA DEPARTMENT
OF TAX AND FEE
ADMINISTRATION
450 N Street
Sacramento, CA 95814

GAVIN NEWSOM
Governor

MARYBEL BATJER
Secretary
Government Operations Agency

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Director

CDTFA WEBSITE
www.cdtfa.ca.gov

CUSTOMER SERVICE CENTER
1-800-400-7115

TTY
711

The International Fuel Tax Agreement Return and Licensing Will Move to the New Online Services System Effective August 12, 2019

Your International Fuel Tax Agreement (IFTA) account and license will be included in our new online services system on August 12, 2019. To help you prepare, here are some important details about filing and renewing in the new system with the California Department of Tax and Fee Administration (CDTFA).

File online

- You will need to create a new login before you file your IFTA Return in the new system. See *How to login* on the next page.
- To file your IFTA Return you will use the "IFTA Carrier Tax" account type in the new system.
- *Non IFTA Fuel* will be renamed *Ex-tax Fuel*.
- The format for filing your return is different but the content required will not change.
- You will have the ability to upload your Jurisdiction Schedule as part of your online return.
- We will email a courtesy reminder prior to each filing due date to the email address we have on file. See *How to prepare* on the next page.

License renewal and decal requests

- You will have two separate account numbers, one for filing your *IFTA Return* and another for your *IFTA License and Decal*.
- To renew your license and request decal(s) you will use the "IFTA License and Decal" account type in the new system.
- Renew your license annually by using your login for the new online services system. See *How to login* on the next page.
- We will email a renewal reminder to the email address we have on file. See *How to prepare* on the next page.
- The format for renewing and requesting additional decals may be different, but the content required will not change.
- You will need to update your address online before renewing your license.
- You will be able to complete the following tasks in a single request:
 - Request additional decal(s)
 - Update vehicle information
 - Remove vehicles from your fleet
 - Replace or cancel decal(s)
- You will need to enter the decal number(s) for replacement and cancellation requests.

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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 BTDFMCOUpdates@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 *Motor Carrier Office*. 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.