



# SPECIAL NOTICE

CALIFORNIA DEPARTMENT  
OF TAX AND FEE  
ADMINISTRATION  
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Sacramento, CA 95814

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Governor

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Director

CDTFA WEBSITE  
[www.cdtfa.ca.gov](http://www.cdtfa.ca.gov)

CUSTOMER SERVICE CENTER  
1-800-400-7115

TTY  
711

## Revisions to the Oil Spill Prevention and Administration Fee Return and Launch of New Online Filing Effective August 12, 2019

Your *Oil Spill Prevention and Administration Fee Return* will be revised and your oil spill prevention and administration 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-OA, *Oil Spill Prevention and Administration Fee Return*

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

### New Schedule! CDTFA-501-OAX, *Summary by Location*

- This schedule requires you to document receipts of crude oil and petroleum products for each location. Each location must be listed on the schedule, even locations without receipts during the period. Required schedule information includes:
  - Street address, city, and state of the location
  - Facility type (R – Refinery, T – Marine Terminal) for the location being reported
  - Crude oil received at the location
  - Petroleum products received at the location

### 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 receipts of crude oil and petroleum products for unregistered sites when filing your return online.
- 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.

Special Notice

*Revisions to the Oil Spill  
Prevention and Administration  
Fee Return and Launch of  
New Online Filing Effective  
August 12, 2019*

- 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](mailto: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 *Oil Spill Prevention and Administration 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](http://www.cdtfa.ca.gov/services/cros.htm).