



SPECIAL NOTICE

CALIFORNIA DEPARTMENT
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CDTFA WEBSITE
www.cdtfa.ca.gov

CUSTOMER SERVICE CENTER
1-800-400-7115

TTY
711

Revisions to the Government Entity Diesel Fuel Tax Return and Online Filing Effective August 12, 2019

Your *Government Entity Diesel Fuel Tax Return* will be revised and your government entity diesel fuel account will be included in our new online services system on August 12, 2019. To help you prepare, here are some important details about filing in the new system with the California Department of Tax and Fee Administration (CDTFA).

What to expect

CDTFA-501-DG, *Government Entity Diesel Fuel Tax Return*

- Two new lines will be added to the return for reporting total fuel gallons in your bulk storage tanks:
 - *Total gallons of undyed diesel fuel in tanks at the start of the period.*
 - *Total gallons of dyed diesel fuel in tanks at the start of the period.*

File online

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

- You will need to create a new login before you can file in our new system. See *How to login* below.
- You will be able to complete and submit the CDTFA-32, *Diesel Fuel Tax Claim for Refund Questionnaire*, and an equipment list online as part of online account maintenance.
- We will email you a courtesy reminder to file prior to each filing due date to the email address we have on file. See *How to prepare* below.
- 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.

Please note: If your entity type is a local, state, or federal government agency, please use the third-party delegate option when you sign up for a new Username and Password in the new system.

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.