

Application for IFTA Licence and Decals

(Under The Motive Fuel Tax Act/The Gasoline Tax Act
in accordance with the International Fuel Tax Agreement)

Direct any questions regarding this application to Manitoba Finance - Taxation Division, Winnipeg office at (204) 945-3194 or Manitoba Toll Free 1-800-564-9789.

Please refer to the Instructions and Explanations on the back of this form to assist in completing this application.

PLEASE TYPE OR PRINT CLEARLY

1	Type of Ownership <input type="checkbox"/> INDIVIDUAL <input type="checkbox"/> PARTNERSHIP <input type="checkbox"/> CORPORATION <input type="checkbox"/> OTHER (Specify)	For office use only:
2	Legal Name of Business	
3	Name Under Which Business is Conducted	
4	Business Address	
	City	Postal Code
		Telephone ()
		Fax, if applicable ()
5	Mailing Address (if different from above)	
	City	Postal Code
		Telephone ()
		Fax, if applicable ()
6	Location of Records (if different than business address above)	
	City	Telephone ()
		Fax, if applicable ()
7	Contact Person for IFTA Purposes	Telephone ()
		Fax, if applicable ()
8	Owner, Partner, or Corporate Officer	
	Residence Address (street, city, postal code)	Telephone ()
9	Were You Ever Registered Under IFTA In Any Other Jurisdiction? <input type="checkbox"/> Yes <input type="checkbox"/> No If Yes, Where? _____	
	IFTA Account Number	For Which Year(s)?
10	Are You Registered Under The International Registration Program (IRP) In Manitoba? <input type="checkbox"/> Yes <input type="checkbox"/> No If Yes, What is Your IRP Number?	
11	Do You Operate Any Qualified Motor Vehicles Registered As Farm Trucks Under The Highway Traffic Act (F-Plated Vehicles)? <input type="checkbox"/> Yes <input type="checkbox"/> No	
	If Yes, How Many?	
12	Do You Maintain Bulk Storage In Manitoba? <input type="checkbox"/> Yes <input type="checkbox"/> No	
	Do You Maintain Bulk Storage In Other Jurisdictions? <input type="checkbox"/> Yes <input type="checkbox"/> No	
	If Yes, Which Jurisdictions?	
13	Are You Requesting Consolidated Fleet Fuel Reporting? <input type="checkbox"/> Yes <input type="checkbox"/> No	
14	Type of Fuel Used (Check all that apply) <input type="checkbox"/> 1. Diesel <input type="checkbox"/> 2. Gasoline <input type="checkbox"/> 3. Propane <input type="checkbox"/> 4. Gasohol <input type="checkbox"/> 5. Other	
15	IFTA LICENCE AND DECAL FEES:	
	Annual Licence Fee	\$ 65.00
	Decal Fee _____ <input type="checkbox"/> \$4.00 Per Set = _____	\$ _____
	Number of Qualified Motor Vehicles	Total Licence & Decal Fees \$ _____
	REMIT FEES WITH APPLICATION	
16	CERTIFICATION BY APPLICANT	
	The applicant agrees to comply with reporting, payment, record keeping and licence display requirements as specified in the International Fuel Tax Agreement. The applicant further agrees that Manitoba may withhold any refunds due if applicant is delinquent on payment of fuel taxes due to any member jurisdiction. Failure to comply with these provisions shall be grounds for revocation of licence in all member jurisdictions.	
	The applicant acknowledges that information received by Manitoba will be exchanged with other parties as required by the International Fuel Tax Agreement and hereby authorizes such exchanges. The applicant agrees, under penalty of perjury, that the statements made in this application are true and complete to the best of his/her knowledge.	
Date	Signature of Owner, Partner or Corporate Officer	
Telephone	Title	
MAIL COMPLETED APPLICATION FORM, WITH APPLICABLE FEES, TO ONE OF THE MANITOBA FINANCE – TAXATION DIVISION OFFICES LISTED BELOW, OR FOR WALK-IN SERVICE, VISIT ANY ONE OF THE OFFICES LISTED BELOW		
Manitoba Finance Taxation Division Winnipeg Office 101 – 401 York Avenue Winnipeg, MB R3C 0P8 Telephone (204) 945-3194 Manitoba Toll Free 1-800-564-9789 Office Hours 8:00 a.m. to 4:30 p.m.	Manitoba Finance Taxation Division Westman Regional Office 349, 340 – 9 th Street Brandon, MB R7A 6C2 Telephone (204) 726-6153 Manitoba Toll Free 1-800-275-9290 Office Hours 8:30 a.m. to 4:30 p.m.	Manitoba Public Insurance Driver and Vehicle Licencing Commercial Vehicle Registration Winnipeg Office 1075 Portage Avenue Winnipeg, MB R3C 4A4 Telephone (204) 985-7775 Toll Free 1-800-798-1185 Office Hours: 8:30 a.m. to 5:00 p.m.
Note: Make cheque payable to “Minister of Finance”		Note: Make cheque payable to “Manitoba Public Insurance”

Application for IFTA Licence and Decals Instructions and Explanations

The following information will help you complete the IFTA application form. If you need additional assistance, please refer to the IFTA Motor Carrier Instruction Manual, or call the Manitoba Finance - Taxation Division Winnipeg office at (204) 945-3194 or Manitoba Toll Free 1-800-564-9789.

- Type of Ownership.** Check the appropriate box for your operation:
 - individual, if the business income is reported on your personal income tax return;
 - partnership, if the business is owned by more than one individual, but is not incorporated;
 - corporation, if the business is incorporated;
 - other, if the business is registered as a non-profit/charitable organization or a religious society, either provincially or federally.
- Legal Name of Business.** Indicate the full legal name of the business or organization; that is, the name under which the business is registered with any municipal, provincial or other government authority.
- Name Under Which Business is Conducted.** Indicate the name of the business as it is known by its customers. For example, "John Smith" may carry on business as "Smith Trucking" and in such case the answer to item 3 is "Smith Trucking".
- Business Address.** This is the street address of your head office. Please include the postal code, phone number and fax number, if applicable.
- Mailing Address.** If you have a mailing address different from the business address, please identify it. Please include the postal code, phone number and fax number, if applicable.
- Location of Records.** If the operational records for your business are not kept at your head office, identify the street address of the location where such records are kept. Please include the postal code, phone number and fax number, if applicable.
- Contact Person for IFTA Purposes.** Identify the name, telephone number and fax number, if applicable, of the individual who could best respond to questions about the information provided on this application form.
- Owner, Partner or Corporate Officer.** Identify the surname, first name and middle initial(s), the home address (including postal code) and telephone number of the individual, each partner, or, if a corporation, the officers of the corporation who have signing authority. Please attach a separate sheet of paper if necessary.
- Prior IFTA Registration.** If you previously held an IFTA licence in any other member jurisdiction, please indicate which jurisdiction, your IFTA Account Number, and the period for which you held the IFTA licence.
- IRP Registration.** Please provide your IRP number.
- F-plated Vehicles.** If you intend to use your IFTA licence and decals for any vehicles which are registered as "farm trucks" under The Highway Traffic Act, please advise us in this section.
- Bulk Storage.** Indicate all IFTA member jurisdictions where you maintain bulk fuel storage. IFTA member jurisdictions include all of North America except Alaska, Yukon Territory, Northwest Territories, Nunavut and Mexico. Please attach a separate sheet of paper if necessary.
- Consolidated Fleet.** Special permission is required if you wish to report, on the Manitoba IFTA Quarterly Tax Report, the distance travelled by your fleets which are base-plated in other IFTA jurisdictions. If you wish to do this, please enclose a letter of request with your application form, indicating the number of vehicles and the IFTA jurisdiction(s) involved.
- Type of Fuel Used.** Manitoba Finance - Taxation Division requires a separate IFTA Quarterly Tax Report for each type of fuel used. Indicate all applicable types of fuel used by your vehicles so that we can ensure you receive the appropriate tax report(s).
- IFTA Licence and Decal Fees.** Manitoba's annual IFTA licence fee is \$65.00.

Each "qualified motor vehicle" to be operated by an IFTA licensee is required to display two (2) decals.

"Qualified Motor Vehicle" means a motor vehicle used, designed, or maintained for transportation of persons or property and which has

- two axles and a gross vehicle weight or registered gross vehicle weight exceeding 11,797 kilograms (26,000 lbs.); or
- three or more axles regardless of weight; or
- if used in combination with a trailer, a combined weight that exceeds 11,797 kilograms (26,000 lbs.).

"Qualified Motor Vehicle" does not include recreational vehicles.

There is a \$4.00 charge for each set of two decals. Calculate your decal fees on the application form, add the \$65.00 licence fee, and enclose a cheque for the total amount with your application form. Mail the completed application form with payment to the Taxation Division office in Winnipeg or Westman (cheque payable to "Minister of Finance") or deliver the completed application form with payment to one of the offices listed on the front of this form (cheque payable to "Manitoba Public Insurance" if visiting 1075 Portage Avenue).

- Certification by Applicant.** This form **MUST BE SIGNED** by an owner, partner, corporate officer or authorized representative.

If your application is signed by an authorized representative (for example a tax reporting service), you must attach a letter of authority in which you authorize the representative to act on your behalf and stating that you agree to be bound by the certification statements on the application.