

APPLICATION FOR REGISTRATION OF PROPANE PRODUCERS AND DISTRIBUTORS

Propane producers and distributors must register with Alberta Revenue for the purpose of collecting and remitting the tax on the sale of taxable propane within Alberta and for the purpose of purchasing propane from other collectors on a tax-out basis. This form together with a copy of your most recent financial statements and a description of your business operations must be submitted to TAX AND REVENUE ADMINISTRATION, 9811 109 ST, EDMONTON AB T5K 2L5. The description of your business operations should include:

- how you will account for the propane fuel tax
- details on how you differentiate tax-in and tax-out sales
- whether you have retail outlets selling propane and their relationship to you
- number of trucks used for the delivery of propane

NOTE: you may be required to furnish a bond to secure Alberta propane tax collections.

Once the application is approved, the producer/distributor will be required to enter into a tax collector agreement with the Minister of Revenue.

If you require assistance, phone (780)427-3044. If calling long distance within Alberta, call 310-0000 then enter (780)427-3044. Fax (780)427-0348.

<p>1 Full Legal Name of Corporation, Partnership or Individual <input type="checkbox"/> (surname, first name) <hr style="border: none; border-top: 1px solid black; margin: 5px 0;"/></p>	<p style="text-align: right;">For Office Use Only</p> <div style="float: right; border: 1px solid black; padding: 2px 5px;">21</div>																		
<p>2 Operating Name of Business (only if different from above) <input type="checkbox"/> <hr style="border: none; border-top: 1px solid black; margin: 5px 0;"/></p>	<p>9 Within Alberta, do you:</p> <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 80%;"></th> <th style="width: 10%; text-align: center;">Yes</th> <th style="width: 10%; text-align: center;">No</th> </tr> </thead> <tbody> <tr> <td>produce propane?</td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> <tr> <td>sell propane to other producers?</td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> <tr> <td>sell propane to distributors?</td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> <tr> <td>sell and deliver propane to retailers?</td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> <tr> <td>sell and deliver propane to consumers?</td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> </tbody> </table>		Yes	No	produce propane?	<input type="checkbox"/>	<input type="checkbox"/>	sell propane to other producers?	<input type="checkbox"/>	<input type="checkbox"/>	sell propane to distributors?	<input type="checkbox"/>	<input type="checkbox"/>	sell and deliver propane to retailers?	<input type="checkbox"/>	<input type="checkbox"/>	sell and deliver propane to consumers?	<input type="checkbox"/>	<input type="checkbox"/>
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<p>3 Type of Ownership (please check) <input type="checkbox"/> Corporation: <input style="width: 100px;" type="text"/> <small style="margin-left: 100px;">Alberta Corporate Account Number (enter the 9 or 10 digit number)</small></p> <p><input type="checkbox"/> Proprietorship</p> <p><input type="checkbox"/> Partnership (Number of partners: <input style="width: 50px;" type="text"/>)</p>																			
<p>4 What date did you commence operating? <input type="checkbox"/> Year Month Day <div style="margin-left: 150px;"><input style="width: 30px;" type="text"/> <input style="width: 30px;" type="text"/> <input style="width: 30px;" type="text"/></div></p>	<p>10 How many retailers do you currently supply? <input type="checkbox"/></p>																		
<p>5 If, after 1996, this business was purchased/taken over from another person/company, state the legal name of the former owner: <hr style="border: none; border-top: 1px solid black; margin: 5px 0;"/></p> <p style="text-align: right;">Year Month Day</p> <p>Date of change of ownership: <input style="width: 100px;" type="text"/></p>	<p>11 How many of your customers to whom you make tax-included sales are consumers that have tanks in their yards from which vehicle fills are possible? <input type="checkbox"/></p>																		
<p>6 Type of Operation: (check only ONE box) <input type="checkbox"/> Producer (includes refiners) <input type="checkbox"/> Distributor <input type="checkbox"/> Both Producer and Distributor</p>	<p>12 Are you interested in filing your monthly tax returns electronically? <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>If "Yes", Tax and Revenue Administration will contact you to make arrangements.</p>																		
<p>7 If you are NOT a producer, specify all of your propane suppliers, if any: <hr style="border: none; border-top: 1px solid black; margin: 5px 0;"/> <hr style="border: none; border-top: 1px solid black; margin: 5px 0;"/></p>																			

Personal information is collected on this form for the purpose of administering the Fuel Tax Act. It is protected by the privacy provisions of the Freedom of Information and Protection of Privacy Act. Questions about the collection of this information should be directed to the telephone numbers and address listed at the top of this form.

Legal Name: _____

15. Mailing Address		City/Town	
■ Street			
Province	Postal Code	Telephone Number	Fax Number
		()	()

16. Location of Books and Records:			
■ Street			
City/Town		Province	Postal Code

17. Name and Address of Business Bank:			
■ Street			
City/Town		Province	Postal Code

18. List Two Authorized Signing Officers of your Business:			
Name	Address	Telephone	Position

PROPANE VOLUME ESTIMATES:	LITRES
20. Estimated Annual Purchases Outside Alberta (imports) _____	_____
22. Estimated Annual Purchases Within Alberta _____	_____
24. Estimated Annual Production _____	_____
26. ESTIMATED TOTAL ANNUAL VOLUME OF PRODUCT AVAILABLE FOR SALE (Lines 20 + 22 + 24) _____	_____
■ 30. Estimated Annual Sales (Tax-Included) to Retailers Within Alberta _____	_____
■ 32. Estimated Annual Taxable Sales to End Consumers of Product Delivered to Storage Tanks in Their Yards _____	_____
34. Estimated Annual Sales (Tax-Out) Within Alberta (Include sales to other producers and distributors) _____	_____
36. Estimated Annual Sales Outside Alberta (exports) _____	_____
38. ESTIMATED TOTAL ANNUAL SALES VOLUME (Lines 30 + 32 + 34 + 36) _____	_____

CERTIFICATION		
<i>I hereby certify that, to the best of my knowledge and belief the information contained in this form is true and correct.</i>		
Name: _____ <small>(Please print)</small>	Telephone: _____	Fax: _____
Signed: _____ <small>(Authorized Signing Officer)</small>	Date: _____	

- COMPLETE THE FOLLOWING CHECKLIST**
- This application has been completed in full including the certification area.
 - A copy of my most recent financial statements is attached to this application.
 - A description of my business operations is attached to this application.

Mail or fax ALL three items listed above to Alberta Tax and Revenue Administration at the address or fax number listed on the top of page 1 of this form.