



Department of Motor Vehicles
Tax Services
P.O. Box 27422
Richmond, VA 23269-7422

VIRGINIA FUELS TAX INFORMATION AND NEWS FUEL DIVERSIONS UPDATE

MAY 2011

Call-in diversions if internet access is not available!!!

Diversions are required to be reported before transporting product into a state other than the destination state printed on the shipping document. Virginia requires diversion information to be reported online to Fuel Trac 3 at www.fueltrac.us. However, if the internet is not accessible at the time the fuel is diverted, you may call-in your information, receive a diversion number and record the number on the shipping document immediately.

How does this work?

If there is a need to report a diversion and the internet is not accessible, call **540-868-7040**. Provide the appropriate information and you will receive a diversion number. Record the diversion number and the new destination on the shipping document. **On the next business day, report the diversion information online to Fuel Trac 3.**

What information would be required?

Before calling to report a diversion, be prepared to give the following information.

- Carrier's name
- The IRS terminal number for the loading terminal
- Shipping document number
- Shipping document date
- Original destination state
- New destination state
- Product type
- Gallons
- Name of tax responsible party
- Name of company hiring the carrier
- Name of company receiving the product
- Caller's name
- Caller's affiliation

***The call-in option should not to be used in place of the FUEL TRAC 3 online system. You must report all diversions to FUEL TRAC 3 on the next business day if you exercise this option.**

Contact Information

If you have any questions regarding this information, go to www.dmv.virginia.gov or contact our office.

(804) 367-8877

(800) 272-9268 (deaf or hearing impaired only)

(804) 367-0233 (fax)

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