

**DEPARTMENT OF MOTOR VEHICLES
MOTOR CARRIER SECTION
TRANSPORTER'S REPORT - INSTRUCTIONS
SCHEDULE A - SCHEDULE OF DELIVERIES**

Schedule A provides a detail of each delivery included on the Transporter's Report. Prior to recording the information requested in columns (1) through (10), you should organize your records as follows:

Schedule 1A: Total all deliveries of fuel from in state locations to outside the state (exports). Complete one for each fuel product type and each state.

Schedule 2A: Total all deliveries of fuel from out-of-state locations to a location inside the state (imports). Complete one for each fuel product type and each state.

Schedule 3A: Total all deliveries of fuel between points in the state (intrastate). Complete one for each fuel product type.

Column (1) & (2) **Person Hiring the Carrier** - Enter the name and FEIN of the company that hired you.

Column (3) & (4) **Seller** - Enter the name and FEIN of the company from whose account the fuel was withdrawn.

Column (5) **Mode of Transport** - Enter one of the following:
J=Truck R=Rail PL=Pipeline

Column (6) **Origin** - Enter the city and state or country shown on the delivery document (bill of lading, manifest or other loading document issued by the terminal operator) where the special fuel was loaded for each delivery. If the fuel was loaded at a terminal, enter the uniform terminal code assigned to such terminal.

Column (7), (8) & (9) **Delivered To** - Enter the name, address and FEIN of the final delivery point. If delivered to a terminal, enter the terminal code for that terminal.

Column (10) **Date Delivered** - Enter the date the special fuel was delivered for each delivery (MM-DD-YY).

Column (11) **Document Number** - Enter the identifying number from the document issued at the terminal when product was removed from the rack. In the case of pipeline or barge movements, enter the pipeline or barge ticket number.

Column (12) & (13) **Gallons** - Enter the number of gross and/or net gallons delivered for each delivery.