

Ministry of Finance

Tax Notice



ISSUED: October 2016

Notice 2016-004

gov.bc.ca/salestaxes

2017 IFTA Licence Renewal

Motor Fuel Tax Act

This is a reminder that your 2016 IFTA licence and decals will expire on December 31, 2016. To ensure you receive your 2017 IFTA licence and decals by January 1, 2017, you should renew no later than November 24, 2016.

There are two renewal options.

Renew Online

Complete your renewal application and pay the \$100 renewal fee online using [eTaxBC](#).

Renew by Mail

Send us the following:

- a completed and signed *Application for Carrier Licence: International Fuel Tax Agreement (IFTA)* ([FIN 363](#)),
- the renewal payment voucher, and
- the renewal fee of \$100.

You must complete all boxes on the application. The owner, partner or corporate officer must complete and sign box 19 (Certification by Applicant) on the application.

The licence renewal fee of \$100 per application can be made either by cheque or money order payable to the Minister of Finance. Payment must be in Canadian funds. Please attach the renewal payment voucher to your application form, together with your cheque or money order.

Important Renewal Information

If we have not received your 2017 renewal application by December 31, 2016, your IFTA account will be closed. However, if your account is closed you must still send in your 4th quarter 2016 tax return.

To renew, your IFTA account must be in good standing, which means you have filed all tax returns up to and including your 3rd quarter 2016 tax return and your account does not have an unpaid balance.

It is your responsibility to review your IFTA account information and make any necessary changes, such as your name, address or phone number. If you do not provide up-to-date information, there may be delays processing your renewal.

You may request a set of IFTA decals for each qualified IFTA vehicle you currently operate interjurisdictionally, as well as qualified vehicles you plan to add to your fleet during the calendar year. In most cases, the number of decal sets requested will be issued; however, we may review unusually large requests.

Your new 2017 IFTA credentials will be mailed after December 1, 2016, and decals may be attached to your vehicles immediately. If you have questions about the status of your application, please contact us after December 21, 2016, to allow time for processing and mail delivery.

If you wish to have a representative prepare and sign your IFTA tax returns, and discuss your IFTA account information with us, please complete an *Authorization or Cancellation of a Representative* ([FIN 151](#)).

Further Information

Online: gov.bc.ca/salestaxes

Toll free in Canada: 1 877 388-4440

Email: FuelTax@gov.bc.ca

Subscribe to our [What's New](#) page to receive email updates when information changes.

The information in this notice is for your convenience and guidance and is not a replacement for the legislation.