RESET PRINT

OREGON DEPARTMENT OF TRANSPORTATION
COMMERCE AND COMPLIANCE DIVISION
3930 FAIRVIEW INDUSTRIAL DRIVE SE
SALEM OR 97302-1166

FLAT MONTHLY FEE REPORT

OPERATIONS DURING THE MONTH OF: _____ , _____ YEAR

CCD ACCOUNT NUMBER	SEE INSTRUCTIONS ON BACK
CARRIER NAME AND ADDRESS	

DO NOT WRITE IN SPACE ABOVE

CHANGE OF NAME, ADDRESS OR TELEPHONE (PLEASE PRINT)

BUSINESS NAME		
MAILING (IF P.O. BOX ALSO GIVE LOCATION ADDRESS)		
LOCATION		
CITY	STATE	ZIP
TELEPHONE	DATE	

SECTION 1

A LICENSE PLATE OR PASS NUMBER	B STATE/ PROV.	C UNIT NUMBER	D OREGON DECLARED WEIGHTS	MONTHLY ODOMETER READINGS E BEGINNING	F ENDING	G TOTAL MILES OPERATED (F-E)	H PRIVATE RD & OUT-OF-STATE MILES	I OREGON PUBLIC ROAD MILES (G-H)	J NO. OF AXLES >80000	K ENTER C- CHIP D - DUMP L -LOG	L FLAT MONTHLY FEE

AUDIT/EDIT COMMENTS

SECTION 2

LOCATION OF RECORDS

☐ CARRIER ☐ AGENT OR REPORTING SERVICE

NAME OF AGENT OR REPORTING SERVICE	DATE	
ADDRESS	TELEPHONE	
CITY	STATE	ZIP

CERTIFICATION: THIS REPORT HAS BEEN PREPARED FROM THE CARRIER'S ORIGINAL RECORDS AND I CERTIFY IT IS CORRECT

SIGNATURE OF CARRIER, EMPLOYEE, OR POA (MUST HAVE POA ON FILE)

TITLE	DATE

TOTAL FROM COLUMN L	1
OREGON STATE FUEL TAX IF PAID DURING THIS PERIOD COPIES OF FUEL INVOICESMUST BE ATTACHED	2
OTHER CREDITS PER ATTACHED DOCUMENTS	3
ENTER TOTAL OF BOX1 MINUS BOX 2 MINUS BOX 3	4
LATE PAYMENT CHARGE 10% OF BOX 4	5
OTHER PAYMENT PER ATTACHED DOCUMENTS	6
TOTAL PAYMENT - U.S. FUNDS ONLY	7

FLAT MONTHLY FEE REPORT

GENERAL REPORTING INFORMATION

DUE DATE: Your **report and payment** must be postmarked by the Postal Service by the tenth of the month following the end of the calendar month. An illegible or unreadable report will be returned and considered unfiled in accordance with OAR 740-055-0010. You are required to file reports as long as you have OR ODOT plates and are enrolled in the Oregon Weight-Mile Tax Program. If there is no tax due, you must still file a report. If you will not be using your vehicle(s), return the OR DOT plate(s) or cancel by written notification. If you file your report late, add a 10 percent late payment charge in Box 5.

For each vehicle with an OR DOT plate that carries the elected flat fee product, complete columns A through L. Use rates on ODOT form 735-9927. Compute the tax and enter the tax in column L. If a vehicle did not operate in Oregon during the month, complete columns A through I and enter a zero (0) in column L.

If you haul anything other than commodities eligible for flat fees, you must report and pay mileage tax for those miles IN ADDITION to your flat fees. Please contact Salem Registration Services at (503) 378-5849 to order a supply of mileage tax report forms. DO NOT PAY ROAD USE ASSESSMENT FEES OR INVOICES FROM THE OVER-DIMENSIONAL PERMIT UNIT ON THIS REPORT. To report mileage on an Over-Dimensional Permit, contact OD Permits at 503-373-0000.

Enter the ACCOUNT NUMBER. Enter the NAME AND ADDRESS OF THE BUSINESS as filed with Oregon Department of Transportation, Commerce and Compliance Division (CCD).

STEP-BY-STEP INSTRUCTIONS (SECTION 1)

COLUMN A = Enter the plate or pass number of the power unit for which you are reporting.

COLUMN B = Enter the state or province that issued the license plate.

COLUMN C = Enter the company's unit number for the power unit for which you are reporting.

COLUMN D = You must declare and report operations at the heaviest weight operated per configuration. This should be one of the weights you declared with ODOT. If returning empty, use the same declared weight and tax rate as when loaded.

COLUMN E = Enter the beginning odometer reading from the first day of the month for which you are reporting. This should be the same as the ending odometer reading from the preceding month.

COLUMN F = Enter the ending odometer reading from the last day of the month for which you are reporting.

COLUMN G = Enter the total miles operated for each vehicle (Column F minus Column E).

COLUMN H = Enter the miles operated outside of Oregon and/or Oregon private roads.

COLUMN I = Enter the miles operated on Oregon public roads (Column G minus Column H).

COLUMN J = Enter the number of axles for any declared weight greater than 80,000 pounds.

COLUMN K = Enter the type of fee product hauled: C-CHIP, D-DUMP, L-LOG.

COLUMN L = Enter the flat monthly fee based on the declared weight in Column D for each power unit. Use the flat monthly fee rate table provided.

PAYMENT INSTRUCTIONS (SECTION 2)

BOX 1 = Enter the total fees from Column L.

BOX 2 = Enter Oregon state fuel tax paid during this month. You may claim a credit if you pay Oregon state fuel tax on fuel purchases. Fuel must have been purchased in the same report month credit is claimed. Attach copies of fuel invoices to the report. The invoice must contain:

Date of purchase	Type of fuel	ODOT plate or Pass No
Name & Location of supplier	Number of gallons	Amount of Oregon state fuel tax paid

If you buy fuel in bulk, you can only claim credit for fuel pumped into a qualified vehicle during the reporting period. In addition to the invoice, you must attach records to show the amount of fuel pumped into each qualified vehicle.

BOX 3 = Enter the amount of other credits as indicated on monthly Statement of Account and attach a copy. Do not use credits that have not yet appeared on the monthly Statement of Account.

BOX 4 = Enter the total of the amounts in Box 1 minus Box 2 minus Box 3.

BOX 5 = If you file your report late, enter 10% of Box 4.

BOX 6 = Add other payments and attach the supporting documents. Payments received without supporting documentation may not be correctly applied to your account.

BOX 7 = Enter the total of the amounts in Box 4 plus Box 5 plus Box 6.

An authorized company representative or agent must sign the Report. An agent must have Power of Attorney on file with CCD before they are an authorized representative.

Be sure to enclose the payment. Make a copy for your records and mail the original to: ODOT Commerce and Compliance Division, 3930 Fairview Industrial Drive SE, Salem, Oregon 97302-1166. Reports are not considered filed unless we receive **report and payment**. You are required to maintain records for three years to support the information contained in this report and forms are available for this purpose.

Trucking Online is available for your convenience in filing and paying reports online. You may also amend your vehicle information using Trucking Online. Visit our Website at www.oregontruckingonline.com. For additional record keeping requirements and tax reporting information, please see Instructions for Filing Highway-Use Tax Reports available on our website at https://www.oregon.gov/ODOT/MCT/Pages/FormsandTables.aspx or call 503-378-6699 for help.