

## Manitoba IFTA Newsletter—2nd Quarter 2021

### Online Filing of IFTA Quarterly Tax Returns and Payments of Taxes Due

Effective with the IFTA 1<sup>st</sup> quarter 2021 tax return and payment, all tax returns **must** be filed and paid online using **TAXcess**, the Taxation Division's online system. Paper returns are no longer accepted. Taxpayers who fail to file and pay using **TAXcess** when required may be subject to penalties.

IFTA quarterly tax returns for earlier periods may be filed and paid online but it is not a requirement.

All taxpayers must ensure that they are registered to use **TAXcess** prior to filing their tax returns and paying taxes due. To begin the sign up process, choose your language preference and then click *Sign Up Now for TAXcess* on the **TAXcess** home page at <https://taxcess.gov.mb.ca/>.

**TAXcess** allows businesses to access their accounts 24 hours a day, seven days a week in a secure, online environment. Once you sign up, you can securely file, pay and view your IFTA account online wherever and whenever you want.

**FILE** – When you enter the jurisdictions you travelled in, the fuel type used, total kilometres travelled and tax paid fuel purchased, the tax due or credit is calculated for you. You no longer have to enter tax rates or manually calculate fuel consumption.

**PAY** – You can pay any tax owing by electronic, pre-authorized payment (PAD). This allows you to file and pay IFTA through the **TAXcess** website in one continuous process.

**VIEW** – You can view your IFTA account online, such as your IFTA Statement of Account, cover page for IFTA tax returns and IFTA licences. You can also view all Web Notices (e-mails) sent and received.

### 2nd Quarter 2021 Tax Return Due Date: Tuesday, August 3, 2021

**To avoid penalties and interest, returns must be filed and any amount due must be paid by the above date.**

### 2021 Renewals

If you have not received your 2021 licence and decals, please contact the Taxation Division.

Please note that IFTA credentials will not be renewed if there is/are:

- Delinquent tax return(s) under IFTA,
- Tax(es) owing under IFTA,
- Delinquent tax return(s) and/or tax(es) owing under other tax statutes administered by the Taxation Division.

***If you did not renew by February 28, 2021, your IFTA account was automatically closed.***

### Our Office is Open

The Province of Manitoba is taking proactive measures to help manage and minimize the spread of COVID-19.

The Taxation Division office is now open for in person service by appointment only. Unscheduled drop-in services are not available at this time.

Face coverings are mandatory for all individuals attending the Taxation Division offices. As well, please practice physical distancing, keeping a distance of at least 2 arms lengths (approximately 2 metres) from others as much as possible.

Please contact us for assistance or to schedule an appointment.

We are pleased to support you by phone at 204-945-5603 or 1-800-782-0318 (MB toll free) or by e-mail at [MBTax@gov.mb.ca](mailto:MBTax@gov.mb.ca).

For accurate and up-to-date information on COVID-19, please visit <http://www.manitoba.ca/covid19/>.

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### IFTA Decals—Important Information

The proper placement of IFTA decals will help you avoid costly delays on the road.

- Manitoba Taxation and the IFTA Law Enforcement Committee require that valid IFTA decals are affixed on the exterior portion of both sides of the cab.
- Do not place IFTA decals on windows, mirrors, tanks or vents.
- Do not use a pressure washer directly on the decals.
- Please remove all expired or non-valid decals from your vehicle.

For IFTA Decal Placement Guide go to: [www.gov.mb.ca/finance/taxation/motor.html](http://www.gov.mb.ca/finance/taxation/motor.html)

### IFTA Credentials Processing

Our goal is to respond to your IFTA credentials requests in a timely manner. Once the completed application form with payment (if applicable) is received and approved, we will process your request and forward to you as required by mail, fax or e-mail within the following response times:

- Initial IFTA Registration – seven (7) to ten (10) business days
- Renewal of IFTA Credentials – fifteen (15) business days
- Additional Decals – one (1) business day
- Temporary Decal Permit – one (1) business day

For urgent requests, contact us at 204-945-6444. Response times may vary if **any** tax accounts are not in good standing.

### Electronic Image of IFTA Licence

Motor carriers can choose to carry their IFTA licence in electronic or paper format in their vehicles.

If you choose to maintain an electronic format of your IFTA licence, it is strongly recommended that the licence is saved as a PDF file and saved to an electronic device for each vehicle. This approach enables you to have access to your IFTA licence at any time, even when access to mobile and/or wireless service may be interrupted.

In **TAXcess**, your IFTA licence can be viewed under the Letters tab. Your IFTA licence will already be in PDF format. It can be printed or e-mailed as needed or saved to an electronic device. There is no need to contact our office for copies or a PDF format.

Regardless of the format (either electronic or paper), your IFTA licence must be accurate, valid, legible and be accessible on demand when requested by enforcement personnel. If you are unable to provide acceptable proof of credentials, you may be charged and required to purchase a permit to complete your trip.

#### Office Closures

**Monday, August 2, 2021 (Civic Holiday)**  
**Monday, September 6, 2021 (Labour Day)**  
**Monday, October 11, 2021 (Thanksgiving Day)**

#### MB Travel Only

Travelling in Manitoba only?

On the Account Summary page, click *File Now* for the applicable filing period and then click NO if you did not travel outside of MB.

### Need Information → Go Online

<https://www.iftach.org/> - Complete listing of tax rates and footnotes for all IFTA jurisdictions. You can also print or view the IFTA Agreement, ballot proposals, carrier contact lists and read the IFTA News.

<https://www.gov.mb.ca/finance/taxation/motor.html> - Find here the carrier manual, newsletters, bulletins, notices and IFTA applications.

#### Contact Us:

**E-mail:** [MBTax@gov.mb.ca](mailto:MBTax@gov.mb.ca)  
**Phone:** 204-945-5603  
**Fax:** 204-948-2087  
**Manitoba Toll Free:** 1-800-782-0318

**Winnipeg:**  
 101-401 York Ave.  
 Monday to Friday  
 8:30am-4:30pm

**Brandon:**  
 314, 340 9th St.  
 Monday to Friday  
 8:30am-12:00pm