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TEXAS SCHEDULE OF BAD DEBT

Prepare a separate request form for each customer, and each deduction type (bad debt or accelerated credit)
 Prepare a separate request form for each fuel type.

- Please send:
- copy of the signed credit agreement held with your customer and invoices identified in block 2,
 - copy of your Accounting Bad Debt Journal entry showing the customer invoices were written off as a bad debt account,
 - copies of statements or letters of default which have been sent to the debtor,
 - copies of both sides of insufficient funds (NSF) checks identified in block 10 (for checks dated 9/1/95 or later)

You have certain rights under Ch. 559, Government Code, to review, request, and correct information we have on file about you. Contact us at the address or toll-free number listed on this form.

a. Taxpayer name	c. Taxpayer number	d. Filing period	e. Fuel type (Check only one) <input type="checkbox"/> GAS <input type="checkbox"/> DIESEL
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CUSTOMER INFORMATION

f. Customer name or DBA	g. Customer daytime phone (Area code and number)	h. Customer social security number or FEIN
i. Customer address (Street)	j. Type of deduction (Check only one) <input type="checkbox"/> BAD DEBT Sec. 162.126 and 162.228 <input type="checkbox"/> ACCELERATED CREDIT Sec. 162.113(c) and 162.214(c)	
k. City State ZIP code	l. Has customer filed for bankruptcy? <input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> I DON'T KNOW	

1. INVOICE DATE	2. INVOICE NUMBER	3. INVOICE AMOUNT (DOLLARS) <i>(FUEL + OTHER PURCHASES)</i>	4. INVOICE FUEL AMOUNT (GALLONS)	5. INVOICE FUEL TAX AMOUNT (DOLLARS)	6. DOLLARS PAID BY CUSTOMER ON THIS INVOICE	7. DATE OF WRITE-OFF	8. FUEL GALLONS WRITTEN OFF <i>(TOTAL OF COLUMN 8 FOR ALL FORMS SHOULD EQUAL ITEM 25 OF THE FUELS TAX REPORT)</i>	9. FUEL TAX WRITTEN OFF (DOLLARS) <i>(FROM BAD DEBT JOURNAL ENTRY)</i>	10. NSF CHECK NUMBER	11. NSF CHECK AMOUNT (DOLLARS)	12. DATE OF NSF CHECK	13. GALLONS (WRITTEN OFF) THAT NSF CHECK COVERED	14. WERE SALES MADE ON CREDIT CARD? YES OR NO
15. TOTALS													

Mail with Texas Fuels Tax Report to:
 COMPTROLLER OF PUBLIC ACCOUNTS
 111 E. 17th Street
 Austin, TX 78774-0100

If you have any questions, call 1-800-252-1383 toll free nationwide. The Austin number is 512/463-4600. If you're calling from a Telecommunications Device for the Deaf (TDD), the toll free number is 1-800-248-4099, or in Austin, 512/463-4621.

This information is true and correct to the best of my knowledge. I will keep original copies of the NSF checks, Bad Debt Journal entries, invoices, and working papers supporting the bad debt journal entries for four years to be available during a Comptroller audit. I understand that I will be billed for any bad debt deduction I have claimed if I do not retain the above specified documentation and submit it to the Comptroller's office upon request.	
Taxpayer/representative printed name	Daytime phone (Area code and number)
	Date