

# TEXAS APPLICATION FOR PETROLEUM PRODUCT DELIVERY FEE PERMIT



SUSAN COMBS • TEXAS COMPTROLLER OF PUBLIC ACCOUNTS

## GENERAL INFORMATION

**WHO MUST SUBMIT THIS APPLICATION** - You must submit this application if you are a sole owner, partnership, corporation or other organization who is required to be licensed under Texas Water Code sec. 26.3574.

**FOR ASSISTANCE** - If you have any questions about this application, returns or any other fee-related matter, contact the Texas State Comptroller's Office at 1-800-252-1383 toll free nationwide, or call 512/463-4600.

### **GENERAL INSTRUCTIONS -**

- Please do not separate pages.
- Write only in white areas.
- Do not use dashes when entering Social Security, Federal Employer's Identification (FEI), Texas Taxpayer or Texas Vendor Identification Numbers.
- Complete this application and mail to:

COMPTROLLER OF PUBLIC ACCOUNTS  
111 E. 17th Street  
Austin, Texas 78774-0100

**FEDERAL PRIVACY ACT** - Disclosure of your social security number is required and authorized under law, for the purpose of tax administration and identification of any individual affected by applicable law. 42 U.S.C. §405(c)(2)(C)(i); Tex. Govt. Code §§403.011 and 403.078. Release of information on this form in response to a public information request will be governed by the Public Information Act, Chapter 552, Government Code, and applicable federal law.

*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.*

## SPECIFIC INSTRUCTIONS

- Item 1** - **SOLE OWNER:** Enter the first name, middle initial and last name.  
**PARTNERSHIP:** Enter the legal name of the partnership.  
**CORPORATION:** Enter the legal name exactly as it is registered with the Secretary of State.  
**OTHER ORGANIZATION:** Enter the title of the organization.
- Item 2** - Enter complete mailing address where you wish to receive mail from the Comptroller of Public Accounts. If you wish to receive mail at a different address for other taxes, attach a letter with other addresses.
- Item 4** - Enter the Federal Employer's Identification (FEI) Number assigned to your business by the Internal Revenue Service.
- Item 7** - If you have both a Texas Taxpayer Number and a Vendor Identification Number, enter the Vendor Identification Number.  
*Use only the first eleven digits of this number.*
- Item 8** - **OTHER ORGANIZATION:** Explain the type of organization. Examples: Social Club, Independent School District, Family Trust.  
**TEXAS CORPORATION:** Enter the charter number assigned by the Secretary of State and date of charter.  
**FOREIGN CORPORATION (chartered out of Texas):** Enter the state in which the business is incorporated, the charter number AND the Texas Certificate of Authority Number and date.  
**LIMITED PARTNERSHIP:** Enter the state in which the partnership is registered and the identification number.
- Item 9** - **PARTNERSHIP:** Enter information for all partners. If a partner is a corporation, enter the Federal Employer's Identification (FEI) Number of the corporation.  
**CORPORATION or OTHER ORGANIZATION:** Enter the information for the principal officers (president, vice-president, secretary).
- Item 15** - Enter the actual location of your business, street address or meaningful directions. Example: "3 miles south of FM 1960 on Jones Road." DO NOT use P.O. Box or Rural Route Number.
- Item 25** - If the surety company has both a Texas Taxpayer Number and a Vendor Identification Number, enter only the first eleven digits of the Vendor Identification Number.
- Item 29** - Bonds must be written in accordance with the applicable provisions of the Comptroller's rules.  
  
For additional information on bonding, contact the Comptroller's office.
- Item 30** - Bond must be dated and signed by an authorized representative of the surety company and the fee payer. A written power of attorney must be attached to the bond.

**TEXAS APPLICATION FOR PETROLEUM PRODUCT DELIVERY FEE PERMIT**

• PLEASE READ INSTRUCTIONS • TYPE OR PRINT • WRITE ONLY IN WHITE AREAS

FEE PAYER IDENTIFICATION

1. Legal name of owner (Sole owner, partnership, corporation or other name)

•

2. Mailing address (Street & number, P.O. Box or rural route and box number)

•

City State ZIP Code County

•  •  •  •

Area code Number

3. Enter the daytime phone number of the owner •

4. Enter your Federal Employer's Identification(FEI) Number, if any ■ 1

5. Enter your Social Security Number if you are a sole owner 2

6.  Check here if you do not have either number 3

7. Enter your taxpayer number for reporting any Texas tax OR your Texas Vendor Identification Number if you now have or have ever had one

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JOB NAME

MISCAPP

Master on file

■ 00991

Tax type/reason

■ 6420

■ Reference number

Master account set-up

• 01100

Master mailing address change

• 01180

County code

•

Ownership type

•

• 0000

Master phone number add / change

• 01185

Secondary mailing address set-up

• 02720

Tax type

• 064

County code

•

Partnership set-up

• 01140

OWNERSHIP

8. Indicate how your business is owned.  1 - Sole owner  2 - Partnership  3 - Texas corporation

7 - Limited partnership  6 - Foreign corporation  4 - Other (explain)

Charter number

Charter date

• If your business is a Texas corporation, enter the charter number and date

• If your business is a foreign corporation, enter home state, charter number, Texas Certificate of Authority number and date.

Home state

Charter number

Texas Cert. of Auth. No.

Cert. of Auth. date

Home state

Identification number

• If your business is a limited partnership, enter the home state and identification number

PROPRIETORS

9. List all general partners or principal officers of your business. If you are a sole owner, skip Item 9.

Name (First, middle initial, last)

Social Security Number

Title

•  •

Home address (Street & number, city, state, ZIP code)

Phone (Area code & number)

Name (First, middle initial, last)

Social Security Number

Title

•  •

Home address (Street & number, city, state, ZIP code)

Phone (Area code & number)

Name (First, middle initial, last)

Social Security Number

Title

•  •

Home address (Street & number, city, state, ZIP code)

Phone (Area code & number)

Name (First, middle initial, last)

Social Security Number

Title

•  •

Home address (Street & number, city, state, ZIP code)

Phone (Area code & number)

TEXAS APPLICATION FOR PETROLEUM PRODUCT DELIVERY FEE PERMIT

10. Legal name of owner (Same as Item 1) Fee payer number (Same as Item 7)

\_\_\_\_\_

SUCCESSOR INFORMATION

If you purchased an existing business or business assets, complete Items 11 - 14. If you did not, skip to Item 15.

11. Enter the former owner's trade name. If known, enter the former owner's Texas fee payer number.

Trade name of former owner Fee payer number of former owner

\_\_\_\_\_

12. Enter the former owner's legal name. If known, enter the former owner's address and telephone number.

Legal name of former owner Phone (Area code & number)

\_\_\_\_\_

Address of former owner (Street & number, city, state, ZIP code)

\_\_\_\_\_

13. Check each of the following items that you purchased.

- Inventory     Corporate stock     Equipment     Real estate     Other assets

14. Enter the purchase price of the business or assets purchased and the date of purchase

Purchase price Date of purchase

\$ \_\_\_\_\_

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XASTAT

Effective date

m m d d y y

• \_\_\_\_\_

Permit status

•

Vendor hold

•  **W**=Wanted  
**N**=Not wanted

Bond waived

•  **W**=Wanted  
**N**=Not wanted

OF      NR

    

BUSINESS LOCATION AND INFORMATION

15. Trade name (Actual name under which your business operates)

\_\_\_\_\_

16. Location of your business (Use street & number or directions - NOT P.O. Box or Rural Route)

\_\_\_\_\_

City State ZIP code County

\_\_\_\_\_

DEFINITIONS:

**PETROLEUM PRODUCTS** - A product that is capable of being used as a fuel for the propulsion of a motor vehicle or aircraft including motor gasoline, gasohol, other alcohol blended fuels, aviation gasoline, kerosene, distillate fuel oil, and #1 and #2 diesel. The term does not include naphtha jet fuel, kerosene-type jet fuel or a petroleum product destined for use in chemical manufacturing or feedstock of that manufacturing.

**BULK FACILITY** - A facility, including a pipeline terminal, refinery terminal, rail and barge terminal and associated underground and aboveground tanks, connected or separate, from which petroleum products are withdrawn from bulk and delivered into a cargo tank or barge used to transport those products.

**WITHDRAWAL FROM BULK** - The removal of a petroleum product from a bulk facility storage tank for delivery directly into a cargo tank or a barge to be transported to another location, other than another bulk facility, for distribution or sale in this state.

**CARGO TANKS** - An assembly that is used for transporting, hauling or delivering petroleum products and that consists of a tank having one or more compartments mounted on a wagon, truck, trailer, railcar or wheels.

17. Check the appropriate block for each of the following questions.

- a. Do you operate a bulk facility? .....  YES     NO
- b. Do you make withdrawals from bulk to be delivered into a cargo tank or barge? .....  YES     NO
- c. Do you import petroleum products in a cargo tank or barge for delivery other than into a storage tank connected to or a part of a bulk facility in this state? .....  YES     NO

18. Enter your anticipated beginning effective date \_\_\_\_\_

**TEXAS APPLICATION FOR PETROLEUM PRODUCT DELIVERY FEE PERMIT**

19. Legal name of owner (Same as Item 1) Fee payer number (Same as Item 7)

SURETY / SECURITY INFORMATION

**BONDING REQUIREMENTS** - A bulk facility operator may be required to post a bond equal to two times the highest fees that will or may be expected to accrue during a reporting period. The minimum bond is \$30,000 and maximum bond is \$600,000. If you are currently not required to provide a bond for Texas Motor Fuels Tax(es), and you are in good standing for other Texas tax(es), then no bond is required for Petroleum Product Delivery Fees at the time of application unless the Comptroller determines that a bond is needed to protect the interests of the state.

**If no bond is required, skip to Item 31.**

20. Enter an estimate of your monthly fee collections \$ \_\_\_\_\_

21. Check the type of surety/security that will secure the permit applied for. (Complete only the Items that are indicated for the type checked.)

Letter of Credit Amount \$ \_\_\_\_\_  Cash deposit Amount \$ \_\_\_\_\_

Certificate of deposit assignment Amount \$ \_\_\_\_\_ (Assignment of Certificate of Deposit must be attached)

Surety bond (Complete Items 22 - 28)

22. Legal name of surety company authorized and qualified to do business in the State of Texas \_\_\_\_\_

23. Mailing address of surety company \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ ZIP code \_\_\_\_\_ County \_\_\_\_\_

24. Surety company's Federal Employer's Identification (FEI) Number \_\_\_\_\_

25. Does surety company have a taxpayer number for reporting any Texas tax OR a Texas Vendor Identification Number?  YES  NO If "YES", enter number \_\_\_\_\_

26. Bond beginning effective date \_\_\_\_\_ 27. Bond / Certificate of Deposit / Letter of Credit number \_\_\_\_\_ 28. Bond amount \$ \_\_\_\_\_

BOND CONDITIONS

29. • Applicant as PRINCIPAL and surety company as SURETY, their heirs, executors and assigns, are liable to the State of Texas for \$ \_\_\_\_\_.
- Bond is security for a Petroleum Product Delivery Fee Permit. (Texas Water Code sec. 26.3574 (q) )
  - The bond will be extended from calendar year to calendar year as a new and separate obligation for each calendar year or portion of a calendar year, and it will remain in full force until the principal pays to the Comptroller of Public Accounts at Austin, Texas, all fees, penalties, interest and costs due under the permit applied for.
  - Bond will not be invalidated if the Comptroller recovers on the bond, a new bond is issued or if the permit is revoked, renewed or a new permit is issued.
  - The Comptroller may demand a new bond if a new permit is issued or an old one renewed.
  - The Comptroller may enforce the obligations of this bond, including filing suit, without exhausting remedies against the principal's assets. Principal does not need to be made a party to any lawsuit.

30. Signed this \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_\_.

Fee payer authorized representative

**sign here** ▶ \_\_\_\_\_

Surety authorized representative

**sign here** ▶ \_\_\_\_\_

SIGNATURES

Date of application \_\_\_\_\_

31. The sole owner, all general partners, corporation president, vice-president, secretary or treasurer or an authorized representative must sign this application. Representative must submit a written power of attorney with this application. (Attach additional sheets if necessary.)

I (We) declare that the information in this document and any attachments is true and correct to the best of my (our) knowledge and belief.

Type or print name and title of partner or officer	<b>sign here</b> ▶	Partner or officer
_____		_____
Type or print name and title of partner or officer	<b>sign here</b> ▶	Partner or officer
_____		_____
Type or print name and title of partner or officer	<b>sign here</b> ▶	Partner or officer
_____		_____