

## **Gateway 3.0 How To-IFTA Single Trip Permit**

Beginning May 21<sup>st</sup>, 2018 applications, return filings and payments for Ohio taxpayers may be made electronically through the “Modernized Gateway”, formally known as “The Ohio Business Gateway” or “OBG”. This How-To tutorial will walk you through applying for an IFTA Single Trip Permit via the new filing portal.

There are several important points that you must remember when applying for a Single Trip Permit online via the Gateway:

- 1. Users must have registered to access the Modernized Gateway via OH|ID.*
- 2. When applying for a Single Trip Permit, all company detail (Name, Company ID, Address, etc.) as well as all vehicle detail (Vehicle Identification Number & Unit Number) should be readily available.*
- 3. Users who have had an IFTA account and have let it lapse into a Revoked or Suspended status are not eligible for a Single Trip Permit.*
- 4. Payments for this type of permit may only be made using a Credit Card. A service fee will be applied by the Third-Party Credit Card processing company. Taxation does not have the authority or ability to waive the processing fee.*

**NOTE: The following job aide will contain instructions for each accompanying screen capture. Be sure to review the text above and below each screen capture for a thorough understanding of the application process.**

***NOTE: All names, addresses, and account details used in this tutorial are used strictly for testing purposes and do not represent actual taxpayer data.***

## Step 1. Access the Modernized Gateway via OH|ID.



### Welcome to the Ohio Business Gateway

Save time and money by filing taxes and other transactions with the State of Ohio online.

[Learn about our services and transactions](#) ↻

[Learn how to get started](#) ↻

[Learn about upcoming changes to the Gateway](#) ↻

Username

Password

Log In

By logging in, I agree to the [terms of service](#)

[Trouble logging in?](#)

[Forgot username/password?](#)

[Never used the Gateway? - Create an Account](#)



#### Frequently Asked Questions

- [How do I log in to the modernized Gateway?](#)
- [How do I add Service Areas or transactions to a business account?](#)
- [How do other users gain access to my or my client's business account?](#)
- [View more FAQs](#)

#### Gateway News

- [Logging into the modernized Gateway](#)
- [Getting familiar with the modernized Gateway](#)
- [How to get help on the modernized Gateway](#)

To get started, navigate to the OH|ID Business portal by going to: <https://Ohid.ohio.gov>.

## Step 2. Log into OH|ID.

Ohio BUSINESS GATEWAY

Welcome to the  
**Ohio Business Gateway**

Save time and money by filing taxes and other transactions with the State of Ohio online.

[Learn about our services and transactions](#)

[Learn how to get started](#)

[Learn about upcoming changes to the Gateway](#)

Username  
jtaxpayer1

Password  
●●●●●●

[Log In](#)

By logging in, I agree to the [terms of service](#)

[Trouble logging in?](#)  
[Forgot username/password?](#)  
[Never used the Gateway? - Create an Account](#)

OH|ID

### Frequently Asked Questions

- [How do I log in to the modernized Gateway?](#)
- [How do I add Service Areas or transactions to a business account?](#)
- [How do other users gain access to my or my client's business account?](#)
- [View more FAQs](#)

### Gateway News

- [Logging into the modernized Gateway](#)
- [Getting familiar with the modernized Gateway](#)
- [How to get help on the modernized Gateway](#)

You will log into your OH|ID account by entering your existing Username and Password and clicking Log In.

If you have forgotten your Username and/or Password, you must utilize the Forgot Username/Password link for assistance in retrieving your information.

If you do not have an existing account, please see the How To-Create a New OH|ID Account for walk-through instructions.

Step 3. Upon logging-in, the system will navigate to the Ohio Business Gateway “Home” page where your account’s Dashboard will be displayed.

**Ohio BUSINESS GATEWAY**

Search

Welcome Joe!

## My Business | Dashboard

Taxpayer, Joe

▶ New Transaction In Progress Ready for Checkout Recent History Payments Reminders Announcements

**Quick Links**

Has Something Changed?

Request Business Access

**Favorites**

Show Favorites

**Service Area**

International Fuel Tax Agreement

### International Fuel Tax Agreement

International Fuel Tax Return	
International Fuel Tax Agreement Payment	
IFTA License Renewal	
IFTA Single-Trip Fuel Use Tax Permit	

The Dashboard will default to the “New Transaction” tab. This area allows user to select the transaction(s) they wish to initiate. Should your Dashboard not display transactions for IFTA (International Fuel Tax Agreement), your account set-up process may not have been completed. Please see the How-To tutorial for “Initial Gateway Registration” for directions on how to add services and transactions.

Step 4. For this tutorial, we will be selecting the “IFTA Single-Trip Fuel Use Permit” transaction.

The screenshot shows the Ohio Business Gateway dashboard. At the top left is the logo for Ohio Business Gateway. At the top right is a search bar and a welcome message "Welcome Joe!" with icons for home, shopping cart, help, and user profile. The main heading is "My Business | Dashboard". Below this is a dropdown menu for "Taxpayer, Joe" and a "Go" button. A navigation bar contains links for "New Transaction", "In Progress", "Ready for Checkout", "Recent", "History", "Payments", "Reminders", and "Announcements". On the left side, there are sections for "Quick Links", "Favorites", and "Service Area". The "Quick Links" section includes "Has Something Changed?", "Request Business Access", and a "Clear Current Filters" button. The "Favorites" section has a "Show Favorites" checkbox. The "Service Area" section has an "International Fuel Tax Agreement" checkbox. The main content area is titled "International Fuel Tax Agreement" and lists four options: "International Fuel Tax Return", "International Fuel Tax Agreement Payment", "IFTA License Renewal", and "IFTA Single-Trip Fuel Use Tax Permit". Each option has a blue play button icon to its right. A red arrow points to the play button for "IFTA Single-Trip Fuel Use Tax Permit".

Click the blue arrow icon to initiate a Single Trip Permit registration.

Step 5. Input the required Business Information for the Single Trip Permit.



Search

Welcome Joe!



## IFTA Single-Trip Fuel Use Tax Permit

Company Name  
Taxpayer, Joe

Company ID  
\*\*\*.\*\*-7777

Step 1 of 3

### Business Information

\*Denotes a required field

\* Vehicle Owner's FEIN/SSN

\* Vehicle Owner's Company Name/Individual Name

\* Street Address

\* City

State

--Select--

\* Zip Code

\* Country

USA

\* Start Date/Time

01 : 00 AM

\* No. of Days

--Select--

Vehicle Unit #

\* Manufacturer's Serial #

Exit

Save

Next

When applying for a Single Trip Permit, fields that are designated with a red asterisks (\*) are required fields. To proceed with the application, those fields must be populated with valid values. If invalid data is entered while completing the application, the system will display an error message and the application may not be saved or progress to the next page.

Step 6. Once all required fields have been completed, you must select the “Next” button to proceed with the application process.

 Search...  
Welcome Joe!    

## IFTA Single-Trip Fuel Use Tax Permit

---

Company Name	Company ID
Taxpayer, Joe	**,*7777

---

Step 1 of 3

### Business Information

\*Denotes a required field

* Vehicle Owner's FEIN/SSN	* Vehicle Owner's Company Name/Individual Name		
.....	Joe Taxpayer		
* Street Address			
666 N Inglewood Ave			
* City	State	* Zip Code	* Country
inglewood	CA	90203	USA
* Start Date/Time	* No. of Days		
12/01/2018  06 : 00 AM	4		
Vehicle Unit #	* Manufacturer's Serial #		
123XYZ	123456789R123456B		

---

Exit  Save Next 

The “Save” button may be utilized to save the information that has been entered in the application at that time and may return at a later date and/or time to resume the application process.

When entering the Date and Time, users may manually enter the date and time or use the widget tools to assist when entering the data.

Single Trip Permits may be requested for 1-4 days. Each day associated with the permit costs \$12.00.

Step 7. Summary page will display all details entered on the previous screen. If everything appears correct, select the “Accept” button to proceed with the application process.

 Search... Welcome Joe!    

## IFTA Single-Trip Fuel Use Tax Permit

---

Company Name	Company ID
Taxpayer, Joe	**.*7777

---

Step 2 of 3

### Summary

Business Information	
Vehicle Owner's FEIN/SSN	*****
Vehicle Owner's Company Name/Individual Name	Joe Taxpayer
Street Address	666 N Inglewood Ave
City	Inglewood
State	CA
Zip Code	90302-2924
Country	USA
Start Date/Time	Dec 1, 2018 6:00:00 AM
No. of Days	4
Vehicle Unit #	123XYZ
Manufacturer's Serial #	123456789R123456B

I declare under penalties of perjury that this return or claim (including any accompanying schedules and statements) has been examined by me and to the best of my knowledge and belief is a true, correct, and complete return and report.

  

If any discrepancies are identified with the Business Information, the “Back” button may be used to return to the previous screen to make corrections.

The Perjury Statement must have been acknowledged before proceeding with the application process.

Step 8. User must specify how they wish to pay for the Single Trip Permit on the Payment Selection page. Once the appropriate selection has been made, select the “Accept Payment Selections” button to proceed.

**Ohio BUSINESS GATEWAY** Search

Welcome Joe! Home Shopping Cart Help Exit

## IFTA Single-Trip Fuel Use Tax Permit

---

Company Name: Taxpayer, Joe      Company ID: \*\*\*-\*\*-7777

---

Step 3 of 3

### Payment Selection

\*Denotes a required field

**Payment Selection:** Select a payment option from the dropdown to determine how and when you would like payment to be made.

Payment Amount: \$48.00

\* I would like to make a payment for this transaction: Via the Gateway

\* Payment Options: Credit Card

\* When would you like payment to be made?: Pay when I checkout

Back      Exit      Accept Payment Selections

The system will default the payment selections to the acceptable payment options for a Single Trip Permit. Even though there appear to be multiple options for payment method, the default is the only acceptable manner for obtaining a Single Trip Permit. DO NOT attempt to change the selection options.

Payment amount will be equal to the Number of Days requested on the Trip Permit \* \$12.00. In this example it was specified that the trip permit be four days in length which equates to \$48.00.

The “Back” button may be used to make corrections to the Trip Permit details. The “Exit” button may be used to exit the transaction.

Step 9. Upon accepting the Payment Selections, the system will navigate back to the Home page and display the user's Dashboard. The Dashboard will indicate that a transaction is Ready for Checkout.

The screenshot displays the Ohio Business Gateway dashboard. At the top left is the logo for Ohio Business Gateway. A search bar is located at the top right. Below the search bar, the user is greeted with 'Welcome Joe!' and navigation icons for home, shopping cart (with a red notification badge '1'), help, and a share icon. The main heading is 'My Business | Dashboard'. Below this, there is a dropdown menu showing 'Taxpayer, Joe' and a 'Go' button. To the right are icons for home, user profile, and lock. A horizontal navigation bar contains tabs: 'New Transaction', 'In Progress', 'Ready for Checkout (1)', 'Recent', 'History', 'Payments', 'Reminders', and 'Announcements'. A red arrow points to the 'Ready for Checkout (1)' tab. Below the navigation bar, there are two main sections. On the left is a sidebar with 'Quick Links' (including 'Has Something Changed?' and 'Request Business Access'), 'Favorites' (with a 'Show Favorites' checkbox), and 'Service Area' (with an 'International Fuel Tax Agreement' checkbox). On the right is a section titled 'International Fuel Tax Agreement' with a list of items: 'International Fuel Tax Return', 'International Fuel Tax Agreement Payment', 'IFTA License Renewal', and 'IFTA Single-Trip Fuel Use Tax Permit', each with a play button icon.

When a transaction is Ready for Checkout, the system indicates this by placing the number of transactions in parenthesis() next to the Ready for Checkout tab.

Step 10. Upon selecting the Ready for Checkout tab, the system will display all transactions that are ready to be submitted.

The screenshot shows the Ohio Business Gateway dashboard. At the top left is the logo for Ohio Business Gateway. At the top right is a search bar and a navigation area with the text 'Welcome Joe!' and icons for home, shopping cart (with a red notification badge), help, and share. The main heading is 'My Business | Dashboard'. Below this is a dropdown menu for 'Taxpayer, Joe' and a 'Go' button. To the right are icons for home, user profile, and lock. A horizontal menu contains 'New Transaction', 'In Progress', 'Ready for Checkout (1)', 'Recent', 'History', 'Payments', 'Reminders', and 'Announcements'. A message states: 'If you started a cart prior to 11:00 PM EST on today's date and did not complete the checkout process, select the 'Proceed To Cart' button to continue with that cart. Choose one or more transactions and then select the 'Proceed To Cart' button at the bottom of the page.' Below the message is a 'Select All' button. A table lists transactions with columns for Transaction, Payment Date, and Payment Amount. A red arrow points to a plus sign icon in the first column of the table. A 'Proceed To Cart' button is located at the bottom right of the table area.

Ohio BUSINESS GATEWAY

Search...

Welcome Joe!

## My Business | Dashboard

Taxpayer, Joe

New Transaction In Progress Ready for Checkout (1) Recent History Payments Reminders Announcements

If you started a cart prior to 11:00 PM EST on today's date and did not complete the checkout process, select the 'Proceed To Cart' button to continue with that cart.  
Choose one or more transactions and then select the 'Proceed To Cart' button at the bottom of the page.

Transaction	Payment Date	Payment Amount	
 IFTA Single-Trip Fuel Use Tax Permit	11/14/2018	\$48.00	

Step 11. The appropriate transaction must be selected for checkout. This is done by clicking on the “+” icon next to the transaction. Once selected, the icon will transition to a 3. To move on, select the “Proceed to Cart” button.

The screenshot shows the Ohio Business Gateway dashboard for a user named Joe. At the top, there is a search bar and navigation icons for home, shopping cart (with a '1' notification), help, and share. The main heading is 'My Business | Dashboard'. Below this, there is a dropdown menu for 'Taxpayer, Joe' and a 'Go' button. A navigation bar contains links for 'New Transaction', 'In Progress', 'Ready for Checkout (1)', 'Recent', 'History', 'Payments', 'Reminders', and 'Announcements'. A message states: 'If you started a cart prior to 11:00 PM EST on today's date and did not complete the checkout process, select the 'Proceed To Cart' button to continue with that cart. Choose one or more transactions and then select the 'Proceed To Cart' button at the bottom of the page.' Below the message is a 'Select All' button. A table lists transactions with columns for 'Transaction', 'Payment Date', and 'Payment Amount'. The first transaction is 'IFTA Single-Trip Fuel Use Tax Permit' with a payment date of '11/14/2018' and a payment amount of '\$48.00'. A green checkmark icon is next to the transaction name, and a trash can icon is at the end of the row. A blue 'Proceed To Cart' button is at the bottom right.

Ohio BUSINESS GATEWAY

Search...

Welcome Joe!

## My Business | Dashboard

Taxpayer, Joe

New Transaction In Progress **Ready for Checkout (1)** Recent History Payments Reminders Announcements

If you started a cart prior to 11:00 PM EST on today's date and did not complete the checkout process, select the 'Proceed To Cart' button to continue with that cart.  
Choose one or more transactions and then select the 'Proceed To Cart' button at the bottom of the page.

Transaction	Payment Date	Payment Amount	
<input checked="" type="checkbox"/> IFTA Single-Trip Fuel Use Tax Permit	11/14/2018	\$48.00	

If a transaction is not selected, the application process cannot proceed.

Should the user decide that they no longer wish to proceed with the checkout of the transaction, they may use the Trashcan icon to delete the transaction.

Step 12. System will navigate to the Payment Information page. The user must select a Credit Card they wish to pay from to proceed. ACH Debit payment is not permitted for this type of transaction.

## Ohio Business Gateway Checkout

Company Name      Company ID  
Matts OBG 3.0 Test      \*\*-\*\*\*0555  
Acct

### Payment Information

1 of 3 steps

Edit Transaction Payment Method

#### Paying By Credit Card (1 transactions)

Select Credit Card

Transaction	Amount
 Pay-IFTA Single-Trip Fuel Use Tax Permit	\$48.00
Service Fee	\$1.20
<b>Total Credit Card Payment</b>	<b>\$49.20</b>

Previous

Next

Step 13. Select the account you wish to use to make your payment by clicking on the **Select** button.

**NOTE:** If a user has not created a payment account previously, they will be required to do so to make their payment.

**CBOSS™**  
THINK IT Forward

BETA

## Select Account

Select an existing account from the following list or add a new account to use as your payment method.

An existing account may not be edited, it must be deleted and a new account added.

Account	Name	Expires
<input type="button" value="Select"/>  Checking ... 3456	Account	<input type="button" value="Delete"/>
<input type="button" value="Select"/>  1111	Visa ...	12/24 <input type="button" value="Delete"/>

Ohio BUSINESS GATEWAY

Ohio

Comp  
Matts  
Acct

Paym

steps

ethod

mount  
8.00

Service Fee \$120

Total Credit Card Payment \$49.20

Previous Next

Step 14. Once a payment account is selected, the system will display the chosen account. To continue with checkout, select the Next button.

## Ohio Business Gateway Checkout

Company Name      Company ID  
Matts OBG 3.0 Test    \*\*-\*\*\*0555  
Acct

### Payment Information

1 of 3 steps

Edit Transaction Payment Method

#### Paying By Credit Card (1 transactions)

Select Credit Card

Transaction	Amount
<input type="checkbox"/> Pay-IFTA Single-Trip Fuel Use Tax Permit	\$48.00
Service Fee	\$1.20
<b>Total Credit Card Payment</b>	<b>\$49.20</b>

#### Payment Account Information

Account Name      (visa) ←

Account Number      XXXXXXXXXXXXX

Previous

Next →

Step 15. User must confirm their payment selections by clicking on the **Confirm** button.

Company Name      Company ID  
Matts OBG 3.0 Test      \*\*\_\*\*\*0555  
Acct

---

Payment Information 1 of 3 steps

[Edit Transaction Payment Method](#)

Paying By Credit Card

Transaction	Amount
× Pay-IFTA Si	\$48.00
Service Fee	\$120
<b>Total Credit</b>	<b>\$49.20</b>

Payment Account Information

Account Name      Vincent Vega (visa)  
Account Number      XXXXXXXXXXXXX

[Previous](#)      [Next](#)

### Payment Processing

Your Payment Selections have been accepted

Cancel Confirm



Step 16. Please review the information on this page. After you have confirmed that all items are correct, click the checkbox and then click the **Complete Checkout** button.

Company Name      Company ID  
Matts OBG 3.0 Test      \*\*-\*\*\*0555  
Acct

## Confirmation

2 of 3 steps

Paying By Credit Card	
Transaction	Amount
Pay-IFTA Single-Trip Fuel Use Tax Permit	\$48.00
Service Fee	\$120
<b>Total Credit Card Payment</b>	<b>\$49.20</b>
Payment Account Information	
Account Name	(visa)
Account Number	XXXXXXXXXXXX

Payments to separate agencies create distinct entries on your account statement. Please ensure you have sufficient funds in your account(s).

I am authorizing the agency (or agencies) being paid to initiate debit entries or charges to my account as per the instructions above. Once confirmed, the Ohio Business Gateway cannot alter, delete or stop a payment instruction. Additionally, I verify that I am authorized to submit the transaction(s) and I acknowledge the Ohio Business Gateway and agency-specific terms of service, including possible penalties of perjury as applicable. [Click here to view acknowledgements.](#)



I Acknowledge

Previous      Cancel Checkout      **Complete Checkout** 

Step 17. Your payment is now complete. You should keep this confirmation information along with the confirmation information that was provided when your return was filed. To print the Single Trip Permit, select the **Home** icon in the upper right corner of the screen.

Ohio BUSINESS GATEWAY Search...

Welcome Vincent!    

## Ohio Business Gateway Checkout

Company Name      Company ID  
Matts OBG 3.0 Test      \*\*-\*\*\*0555  
Acct

### Receipt

3 of 3 steps

Confirmation Number:  
105109166

#### Payment Instructions Received

Please note that this confirmation acknowledges that payment instructions have been received, but it does not acknowledge that funds have been transferred from your account. Payment instructions may not be processed, or an agency may charge you fees, for reasons that include insufficient funds and prohibited or blocked payments. You should review your account statement to ensure that funds have been transferred (settled).

#### Payment to Multiple Agencies

Payments to separate agencies create distinct entries on your account statement.

Paying By Credit Card	
Transaction	Amount
Pay-IFTA Single-Trip Fuel Use Tax Permit	\$48.00
Service Fee	\$120
<b>Total Credit Card Payment</b>	<b>\$49.20</b>
Payment Account Information	
Account Name	(visa)
Account Number	XXXXXXXXXXXX

Step 18. Upon navigating back to the Home page, the user's Dashboard will be displayed. To access the Single Trip Permit for printing, select the History tab

**Ohio BUSINESS GATEWAY**

Search

Welcome Joe!

## My Business | Dashboard

Taxpayer, Joe Go

[▶ New Transaction](#) [In Progress](#) [Ready for Checkout](#) [Recent](#) [History](#) [Payments](#) [Reminders](#) [Announcements](#)

### Quick Links

[Has Something Changed?](#)

[Request Business Access](#)

### Favorites

Show Favorites

### Service Area

International Fuel Tax Agreement

### International Fuel Tax Agreement

- [International Fuel Tax Return](#)
- [International Fuel Tax Agreement Payment](#)
- [IFTA License Renewal](#)
- [IFTA Single-Trip Fuel Use Tax Permit](#)

When selecting the History tab, a User will be able to access all the transactions that have been submitted via the Gateway. Users who utilized the old Ohio Business Gateway system will also be able to access their past transactions from prior years.

Step 19. In this example, the only transaction available for review is the Single Trip Permit that was previously obtained. To access the transaction information, which includes the Trip Permit, the user must select the Receipt Number.

**Ohio BUSINESS GATEWAY** Search

Welcome Joe!

## My Business | Dashboard

Taxpayer, Joe

▶ New Transaction In Progress Ready for Checkout Recent **History** Payments Reminders Announcements

To see transaction history for Cigarette Tax, Master Settlement Agreement, Motor Fuel Tax, Municipal Net Profit Return Tax, Other Tobacco Products Tax, or Replacement Tire Fee [click here](#)

## Transaction History

13 Items

RECEIPT	SERVICE AREA	CONFIRMATION	TRANSACTION	PERIOD	PAYMENT	FILED ON ↓	STATUS
100010509	International Fuel Tax Agreement	970026631	IFTA Single-Trip Fuel Use Tax Permit		\$48.00	5/22/2018 4:58 PM	Filed
100010508	International Fuel Tax Agreement	970026630	IFTA Single-Trip Fuel Use Tax Permit		\$48.00	5/22/2018 4:52 PM	Filed
100010507	International Fuel Tax Agreement	970026629	International Fuel Tax Agreement Return - 0100- - Original	10/1/2017 - 12/31/2017	\$220.61	5/22/2018 4:17 PM	Filed

General information is provided for each submission on the Transaction History page. Details such as the Service Area and the Confirmation Number will assist the user locating the transaction they wish to access and review.

Step 20. Upon selecting the Receipt, the system will display details from that specific transaction. In the Attachment section, the user may select the PDF documents for either the Single Trip Permit Summary or Single Trip Fuel Use Permit.

**Ohio BUSINESS GATEWAY** Search

Welcome Joe! Home Shopping Cart Help Logout

**Transaction Receipt**  
100010509 [Print Payment Receipt](#)

**Receipt Information**

Receipt Number 100010509	Confirmation Number 970026631
Business Account Taxpayer, Joe	Filed By Joe Taxpayer
Transaction IFTA Single-Trip Fuel Use Tax Permit	Filed On 5/22/2018 4:58 PM

**Payment Information**

Payment Type Credit Card	Payment / Defer Date ⓘ 5/22/2018
Payment Amount \$48.00	Payment Fee ⓘ \$1.20

**For Cancelled Payments Only**

Cancelled By	Cancellation Date/Time
--------------	------------------------

**Attachment**

Attachment	Created Date
<a href="#">IFTA Single-Trip Fuel Permit Summary.pdf</a>	5/22/2018
<a href="#">IFTA Single-Trip Fuel Use Tax Permit.pdf</a>	5/22/2018

The Receipt Information area contains important information such as: Confirmation Number, Transaction Type, Filed By, and Filed-On Date. The Payment Information area contains important information such as: Payment Type, Payment Amount, and Payment Date.

For simplified viewing and printing, attachments are available in a PDF format. User may select the document by clicking on the PDF link.

Step 21. In this example, we have selected the IFTA Single-Trip Fuel Use Tax Permit.pdf link (as shown above). Upon selection, the system will display a PDF document which can be viewed and printed.

servlet.FileDownload 1 / 1

Ohio Department of Taxation  
Energy Tax Division  
PO Box 530  
Columbus, OH 43216-0530  
tax.ohio.gov

FUT 101-D  
Rev. 9/12

### Single-Trip Fuel Use Tax Permit

Permit Number	624182610002	Issue Date	05/22/2018
FEIN / SSN	*****7777		
Name	Joe Taxpayer		
Street Address	666 N Inglewood Ave		
City, State, and Zip code	Inglewood, CA 90302-2924		
Country	USA		

This letter is your authority to operate the following vehicle

123XYZ	In the state of	123456789R123456B
	Ohio from	
<b>Vehicle unit number</b>		<b>Manufacturer's serial number</b>
6/1/2018 6:00:00 AM	To	6/5/2018 6:00:00 AM
<b>Date / Time</b>		<b>Date / Time</b>

and must be carried in the cab of the vehicle as proof of registration for payment of fuel use tax with this department, according to section 5728.03 of the Ohio Revised Code.

**Ohio fee paid: \$48.00**

\*\*\*\*\*This single-trip fuel tax permit has been issues by the Energy Tax Division of the Ohio Department of Taxation

\*\*\*\*\*This single-trip fuel use tax permit is not valid if fuel use tax / IFTA account is under suspension / revoked. \*\*\*\*\*

Use the Printer Icon in the upper right corner of the page to select print options.

User may also elect to save the document to their PC. To do so, they must select the save Icon in the upper right corner of the page.

As specified on the Trip Permit, this document must be kept in the cab of the vehicle specified on the Permit and may be presented to Law Enforcement should it be requested during the trip through Ohio.

That concludes the tutorial for obtaining an IFTA Single Trip Permit. Users may contact the Excise and Energy Division at (855)466-3921 for any additional questions they may have regarding the application process.