



**CARBONDALE**  
All Ways Open

City of Carbondale  
Finance Department  
200 S. Illinois Avenue  
Carbondale, Illinois 62901  
Phone (618) 457-3277  
Fax (618) 457-3283  
Explorecarbondale.com

**MUNICIPAL MOTOR FUEL TAX RETURN**

For filing month of	Due on or before
Name of business	State Identification Number
Business Address	
Mailing Address (If different from above)	
<b>MUNICIPAL MOTOR FUEL TAX UNDER TITLE 7, CHAPTER 10 OF THE CARBONDALE REVISED CODE</b>	
NOTE: Gallon measurement is necessary to complete this return. If your records are in liter measurement, multiply the number of liters by .2641721 to convert to U.S. gallons.	

Type	
1 - LEADED	
2 - UNLEADED	
3 - PREMIUM UNLEADED	
4 - GASOHOL	
5 - DIESEL	
TOTAL NUMBER OF GALLONS	

LINE 1	Municipal Motor Fuel Tax Amount gallons x \$.07, enter amount	\$
LINE 2	Correction of prior period return(s)	\$
LINE 3	Penalty if filed late: <b>1.5% per month or part thereof</b>	\$
LINE 4	Total tax to be remitted (Add Lines 1, 2 and 3)	\$

**Each return form MUST also be accompanied with some type of simple documentation that will support your number of gallons measurement submitted. Simple audit documentation should be roughly a 1 page print out from an operating source, that will allow tracing directly from that source to the return form. An example most locations often use in operations could be a sales summary, store summary, etc. A simple excel spreadsheet is usually not considered sufficient documentation, as the numbers placed within are easily altered rather than computer generated.**

NOTE: This return must be filed and postmarked on or before the last day of the calendar month succeeding the end of the month filing period. If the return is filed late, a penalty is assessed at the rate of 1.5% per month, or portion thereof, for as long as the return remains outstanding.

Mail this Return and payment to:           City of Carbondale  
                                                           Finance Department  
                                                           P.O. Box 2947  
                                                           Carbondale, Illinois 62902-2947

If this is a final return or there has been a change in ownership, complete the following			
Business Sold	Date	Business Discontinued	Date
New owner's name			
New owner's residence address			
Former owner's residence address			

Under penalties as provided by law, I declare that I have examined this return, including any accompanying schedules and statements and to the best of my knowledge and belief, it is true and complete. I further declare that the information is from the books and records of the business for which this return is filed.

Signature of Taxpayer		Signature of person, other than Taxpayer, preparing this form	
Title		Name of Firm or Employer	
Date signed	Phone	Date prepared	Phone