



**TRANSPORT CARRIER SERVICES**  
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*The Power of  
 Teamwork  
 The Value of  
 Experience*

## FEBRUARY 2018 NEWSLETTER

**Arkansas will be sending you tax forms to be filled out for the calendar year of 2017 - see below.**

### Unified Registration System Simplifies Structure and Compels Compliance

Under the new system, a number of things have changed:

The DOT number is now the sole identifier.

Provisions in the rule allow the DOT to inactivate the DOT number of entities who fail to update their MCS-150 information every two years; in addition, a provision prohibiting operation with an inactivated DOT has been added.

Updating MCS-150 must be done to stay in business. The Unified Registration System includes a provision requiring the MCS-150 to be updated every two years. Failure of carriers to update their form MCS-150 information will result in Deactivation of their USDOT number and civil penalties. This new rule became effective November 1, 2013.

### 2018 UCR REGISTRATION

On January 5<sup>th</sup> the Unified Carrier Registration (UCR) Board of Directors have set the fees for 2018 UCR. They went into effect immediately. Since the 2018 registration has had to be delayed several months, the UCR Board is requesting states not to enforce until 90 days after the fees go into effect; that is, not until April 5, 2018.

### 2018 MILEAGE PERMIT RENEWAL

You were required to have renewed your mileage permits by 12/31/17. Fines can now be issued if you are not in compliance.

### FHWA & DOT UPDATES

All entities are required to notify the FMCSA within 30 days of any changes to their legal name, form of business, or address. However, making these updates does not relieve an entity of compliance with the biennial update requirement.

### 2018 IFTA RENEWAL

**REMINDER:** IFTA stickers are numbered and assigned to your company per the number of trucks that you have apportioned in Arizona.

If you have received your IFTA license directly from ADOT or another state, please send us a copy of your license for our records. If we sent you your IFTA license, we already have a copy in our files.

An IFTA sticker must be placed on each side of your truck. If you did NOT receive two stickers for each truck, contact Vanessa or Janet in our office.

### IRP April 2018 TO March 2019 RENEWALS



It is now past the deadline to turn in your orange renewal forms for March 2019 IRP

renewals. If you have not yet completed and returned this to us, a new one should be enclosed with this newsletter. If your registration expires in March and you have not received an orange renewal sheet, please contact Janet or Vanessa in our office and they will fax, e-mail, or mail one to you. You may also print one off our website. If your registration expires on 3/31 and your company has not processed a renewal request to TCS, or directly to ADOT, then chances of receiving your 2018 registration tags by the expiration date diminish each day. Please do not assume that TCS has automatically processed your renewal. TCS can process renewals only for companies that have replied. ADOT processes renewals as they are submitted in date order. Walk in renewals **will not** be processed by ADOT while you wait. **There is no grace period on your registration cards or tags. If they expire on March 31, 2018, your 2019 credentials must be in your possession by April 1, 2018.**

**INSURANCE:** Please submit proof of insurance to TCS with a current certificate of insurance for your vehicle(s) registration. MVD requires TCS to retain the certificate for file purposes.

**REMINDER:** IRP's processing time is a minimum of three days and that time significantly increases as we get closer to the expiration date.

**NOTE:** If you submit your renewal sheet to TCS for processing and then choose not to renew, TCS's service fees will be assessed

for processing the renewal and reversing ADOT's invoice.

If you do not want TCS to do your IRP renewal, give us a call and we will send ADOT's IRP renewal printout to you.

### ADOT NOW REQUIRES E-MAIL ADDRESSES

All IFTA/IRP accounts now require a current e-mail address. If we do not have a current e-mail address for you, please contact Janet or Vanessa in our office or just e-mail us at [irp@tcsphoenix.com](mailto:irp@tcsphoenix.com).

### AD VALOREM - PROPERTY TAX REPORTS

It's that time again. Arkansas will be sending you tax forms to be filled out for the calendar year of 2017. The forms must be completed and returned even if there were no miles in the state. If you would like TCS to complete these forms for you, you must either mail them in to us or bring them in. There will be a service fee to complete these forms for you. **DO NOT IGNORE THESE FORMS JUST BECAUSE YOU HAD NO MILES IN THE STATE.** You will be charged a penalty for not submitting these completed forms.

### 2290 TAX (HVUT)

Reminder: If you have bought a new truck over 55,000 GVW, you must file and pay your 2290 tax by the end of the month following the date of the purchase. EXAMPLE: You purchased a new truck over 55,000 GVW on December 15th. The 2290 tax is due before January 31<sup>st</sup>. **THIS IS REQUIRED TO RENEW YOUR REGISTRATION FOR 2018/2019!**

**Special Note:** If you are having problems filing your 2290 return in a timely matter, it is better to file the return directly to the IRS without payment, than to not file it at all. Penalties and interest accrue on late returns regardless if the return was remitted with payment or not; although, if filed without payment, penalties and interest will be significantly less than if not filed at all. Payment options are available to be set up directly with the IRS if you are not able to

**TCS OFFICE HOURS: Monday - Thursday 8:00 am to 5:00 pm and Friday 8:00 am to 12:00 noon**

pay the 2290 when due. IRS locations for 2290 are 4041 N. Central Ave. Phoenix, AZ 85012 or 7350 W. Camino San Xavier

**FUEL TAXES**

Just a few reminders about trip sheets: It is better to add IN a few extra miles for each trip and pay for them now than to have an auditor add them in at an audit and have to pay penalties and interest on them later. Days not running or days off should be noted on trip sheets. If there is no operation for a month, be sure to call in or send in a blank trip sheet stating no miles for that month.

Each trip needs a starting point, loading point and a destination. Each starting point MUST match the destination of the last trip. You cannot have the destination as El Paso, Texas and then have the next trip starting in Dallas, Texas. All major routes used must be listed and miles must be split up by state.

Fuel receipts must have your company name, date, gallon amount, price per gallon, amount

paid, address of fuel station, and if state tax was paid. Reefer fuel must be indicated. Original copies of fuel receipts must be turned in with your trip sheets.

**ADDITIONAL FUEL TAX SERVICE FEE**

Reminder, an additional charge will be imposed upon customers turning in trip sheets late. For example, this last quarter, we had a high percentage of people turning in October, November, and December trip sheets into our office for processing the last two weeks of January. Although **we only guarantee anything turned in by the 10<sup>th</sup>** will be completed on time, our fuel tax preparers take the extra effort to process as many as they possibly can by the due date. Turning in trip sheets late severely increases the processing time as the workload is tripled at the last minute. We ask that trip sheets be turned into our office no later than the 10<sup>th</sup> of each month for the previous month. (January trip sheets should be in our office by

February 10<sup>th</sup>, February trip sheets should be in our office by March 10<sup>th</sup>, etc.). Trip sheets turned in late will incur an additional processing fee.

**PRESIDENTS DAY HOLIDAY**

TCS will be closed on Presidents' Day, Monday, February 19<sup>th</sup>.

**Telephone Extensions**

- Crystal (accounting & 2290 tax) – 204
- Curt – 212
- Elina (fuel taxes) – 202
- Elva (fuel taxes) – 209
- Janet (registration & 2290 tax) – 213
- Mary Jo (fuel taxes) – 214
- Myriam – 211
- Nancy (fuel taxes) – 206
- Rocio (authority) – 210
- Vanessa – 201

**www.TCSPhoenix.com (also see us on Facebook)**

Newsletters \* State Links \* Federal Links \* and more - Trip sheets, Renewal and Federal forms are now available on our website. Let us know what you would like to see on our website.

**FEBRUARY 2018**

SUN	MON	TUE	WED	THU	FRI	SAT
If your IRP expires March 31st, your orange renewal sheet should already be turned into TCS for processing				1	2	3
4		If TCS Prepares your fuel tax reports, all trip sheets through January need to be turned into TCS		8	9	10
5	6	7	8	9	10	
11	12	13	Valentine's Day 	15	16	17
Presidents' Day TCS Closed		20	21	22	23	24
18	19	20	21	22	23	24
25	26	27	28	Oregon Quarterly Mileage tax is due February 28th		

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