



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

JANUARY 2024 NEWSLETTER



The entire staff at TCS extends their best wishes for a safe and happy new year and hope that 2024 will be a busy and prosperous year for you.

2024 IFTA RENEWALS

Your 2024 Arizona IFTA license must be processed as soon as possible. If TCS has not invoiced you and/or you have not paid TCS to do this for you, please contact TCS to have this taken care of as soon as possible.

THERE IS NO IFTA GRACE PERIOD.

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. If you have already received your new 2024 IFTA stickers, they can be put on your truck. An IFTA sticker must be placed on each side of your truck. If you did NOT receive two stickers for each truck please send email to irp@tcsphoenix.com

2024 UCR & MILEAGE PERMIT RENEWAL



If we have not yet received your turquoise renewal form and we did your renewal last year, then you should have received a 2024 renewal form last month. If needed, you can also print a form from the forms page of our website at www.tcsphoenix.com. Please send it in as soon as possible so we can prepare your UCR and permit renewals. **Your IRP renewals are completed separately – this is for UCR and mileage permits only; so, even if you have already renewed your IRP, this form still needs to be completed for UCR, and other state permits.** There is no need to send money at this time, so please take five minutes, complete the renewal form, and return it to our office as soon as possible. A ton of paperwork must be processed in this office from the information that you supply to us on this renewal form.

In order for us to complete your renewal application in a timely manner, you **MUST list your tractor(s) and trailer(s) on the renewal form.** Do not assume that we know what tractors and/or trailers you are using. Many changes are made during the year and supplying a state agency with the wrong data will hold up your 2024 renewals. This is our way of double-checking our records to make sure our files are accurate and agree with the information that you supply.

Also, please make sure that all renewal applications from other states are sent to our office for completion. Some states will not send forms to an agency, only to your home/office address.

IRP APRIL 2024 TO MARCH 2025 RENEWALS

Fleet IRP renewals will need to be processed with ADOT for those that expire on March 31, 2024. If your apportioned plates expire in March, there should be an orange renewal sheet included with this newsletter. If your plates expire in March and TCS has failed to provide a renewal sheet, please give our office a call so we can mail or fax one to you. You can also print a renewal sheet from the forms page of our website. It is very important that your renewal request be processed and submitted to ADOT as soon as possible. **ADOT WILL NOT EXTEND ANY GRACE PERIOD.** All apportioned plates that expire on March 31, 2024 **WILL** expire on that day.

Please submit your orange renewal sheet early to process for a billing amount. If any changes need to be made to the fleet or specific vehicle, this can be dealt with before payment is made and/or plates have expired. Payments made in the final week of expiration have limited processing times and may result in your plates not being renewed before they expire.

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 REMINDER

Every Arizona licensed IFTA carrier must prepare and submit a quarterly Arizona IFTA Tax Report. The quarterly reports must reflect miles and gallons for all IFTA jurisdictions traveled. It is the taxpayer's responsibility to comply with the IFTA Agreements and make sure all reports are filed. **NOTE:** ADOT has a policy concerning quarterly IFTA tax reports: Any reports not filed or paid late during the year could result in ADOT requiring you to post a bond in order for you to receive additional IFTA stickers, your next IFTA license, or even to register another truck.

If you have a bond with ADOT and you are late paying your IFTA taxes, you will have to attend a hearing to justify why you should be able to keep your IFTA. If you do not attend the hearing, ADOT will revoke your IFTA license for 6 months. **All IFTA/IRP accounts now require a current e-mail address.** If we do not have a current e-mail address for you, please e-mail us at irp@tcsphoenix.com.

2290 TAX (HVUT)

The Federal Highway Use Tax (Form 2290) was due and should have been filed and paid by August 31, 2023.

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

The IRS no longer mails a tax form to be used when filing your 2290 tax. You can get the form at www.IRS.gov or from the forms page of our website www.tcsphoenix.com. Every power unit that exceeds a GVW (registered) of 54,999# must be reported. The IRS accepts payment through the mail, by hand delivery, or electronically.

Remember, a copy of the 2023/2024 stamped 2290 paid receipt with the VIN # will be required when processing your renewal registration.

FUEL TAX SERVICE LATE 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 October. Although we only guarantee anything turned in by the 10th will be completed on time, our fuel tax preparers make 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 10th of each month for the previous month. (December trip sheets should be in our office by January 10th, January trip sheets should be in our office by February 10th, etc.). Trip sheets turned in late will incur an additional processing fee.

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.

TELEPHONE EXTENSIONS

Curt - 212
Elva (fuel taxes) - 209
Socorro (registration & titles) - 213
Bookkeeper (bookkeeping) - 204
Xochitl (fuel taxes) - 202
Ana (registration & 2290) - 203
Eva (registration & titles) - 208
Karina (fuel taxes) - 214
Broania (authority & permits) - 210
Myriam - 211
Nancy (fuel taxes) - 206

www.TCSPhoenix.com

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.

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