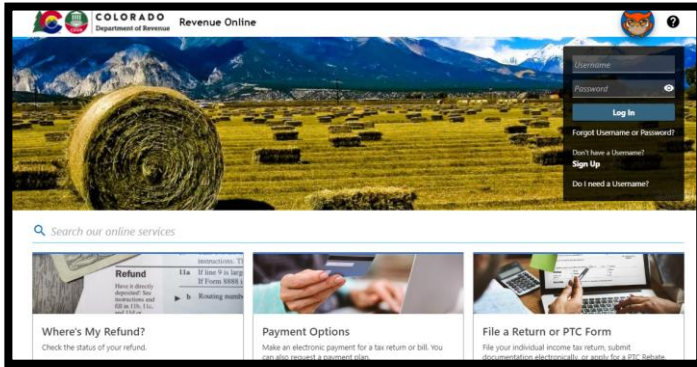


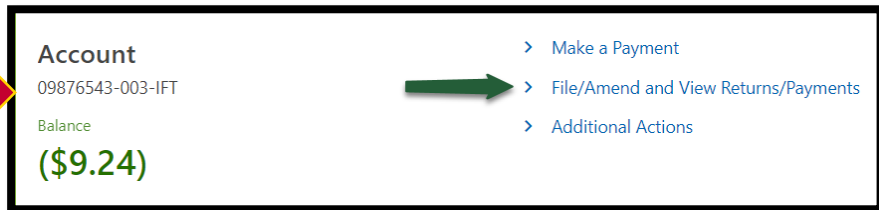


How to Amend an IFTA Return Using Revenue Online (ROL)



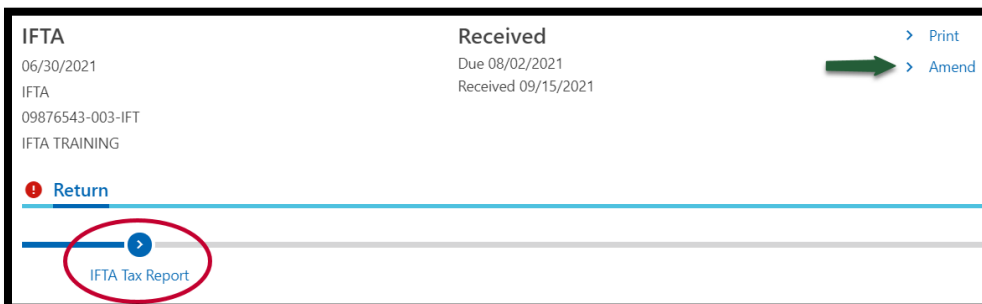
STEP 1:
Go to Colorado.gov/RevenueOnline and log in using your Username and Password

STEP 2:
From the "Account" box, click "File/Amend and View Returns/Payments"



STEP 3:
Click "View or Amend Return" for the reporting period/return you need to amend

View/Manage Periods	Return	Status	Actions to Be Taken
09/30/2021	IFTA		File Now
06/30/2021	IFTA	Received	View or Amend Return



STEP 4:
Click "Amend" on the "IFTA Tax Report" screen

TO AMEND TOTAL GALLONS:

Click on either the:

1. Pencil icon
2. Fuel File listed under “Fuel Type”
3. Record number

IFTA Report

Total Gallons of Fuel Consumed

Total Gallons of Fuel Consumed Record 1 + Add a Record

MPG Calculation

Fuel Type	IFTA Miles	Non-IFTA	Total Miles	Total Gallon	Average MPG
001. Diesel	5,000	0	5,000	1,000	5.00

+ Add a Record

Cancel Previous Next

AMENDING TOTAL GALLONS, CONTINUED:

1. To amend the type of fuel, click the drop-down arrow next to “Fuel Type”
2. To amend the total gallons of fuel consumed in all jurisdictions, adjust the total in the “Total Gallons of Fuel Consumed in All Jurisdictions” field
3. Click “Next” when finished



Total Gallons of Fuel Consumed Record 1

Record 1 + Add a Record Copy Record Delete this Record

Enter Total Gallons Per Fuel Type

Fuel Type 001. Diesel

Total Gallons of Fuel Consumed in All Jurisdictions 1,000

+ Add a Record Copy Record Delete

Cancel Previous Next

TO AMEND JURISDICTION TOTALS:

1. Ensure the amounts in both the “Total Miles” and “Tax Paid Gallons” are correct. Click in the white box to amend them, if needed
2. To add a jurisdiction, click in the first empty white box in the “Jurisdiction” column and a list of states/provinces will appear from which to choose
3. Click “Next” when finished

IFTA Report

Total Gallons of Fuel Consumed Jurisdiction Totals

Jurisdiction Detail

Fuel Type	Jurisdiction	Rate Type	Total Miles	Taxable Miles	Taxable Gallons	Tax Paid Gallons	Net Taxable Gallons	Rate	Tax Due	Interest Due	Total Due
001. Diesel	CO	Base Rate	2,500	2,500	500	300	200	0.2050	41.00	0.00	41.00
001. Diesel	WY	Base Rate	1,000	1,000	200	288	(88)	0.2400	-21.12	0.00	-21.12
001. Diesel	KS	Base Rate	1,500	1,500	300	412	(112)	0.2600	-29.12	0.00	-29.12
Totals			Total Miles 5,000	Taxable Miles 5,000	Taxable Gallons 1,000	Tax Paid Gallons 1,000	Tax Due -9.24	Interest Due 0.00	Total Due -9.24		

Cancel Previous Next

STEP 6: IFTA TAX REPORT SCREEN:

If you realize you made a mistake with total gallons of fuel consumed or jurisdiction totals, you can correct it on the IFTA Tax Report screen

To go back and amend the total gallons of fuel consumed in all jurisdictions, simply click the "Total Gallons of Fuel Consumed" link at the top of the page

Click "I Agree" in the acknowledgement box

Click "Submit" when finished

Fuel Type	IFTA Miles	Non-IFTA	Total Miles	Total Gallon	Average MPG
001, Diesel	5,000	0	5,000	1,000	5.00

Fuel Type	Jurisdiction	Rate Type	Total Miles	Taxable Miles	Taxable Gallons	Tax Paid Gallons	Net Taxable Gallons	Rate	Tax Due	Interest Due	Total Due
001, Diesel	CO	Base Rate	2,500	2,500	500	300	200	0.2050	41.00	0.68	41.68
001, Diesel		Base Rate	1,000	1,000	200	288	(88)	0.2400	-21.12	0.00	-21.12
001, Diesel		Base Rate	1,500	1,500	300	411	(111)	0.2600	-28.86	0.00	-28.86

By checking the box below, I declare under penalty of perjury that this return is true, correct, and complete given all known information.

I Agree

Attention: All information is complete. You may now submit your request using the Submit button at the bottom of this page.

STEP 7: ENTER PASSWORD

Enter your password to submit your amended return

Confirmation

This action will submit your return to the Department of Revenue. Please ensure all information is correct before continuing.

Enter your password to continue.

Password

.....

Cancel OK

STEP 8: CONFIRMATION SCREEN

Contains your confirmation number and information regarding your amended return

Confirmation

Thank you for using Colorado Revenue Online to submit your return. Your Colorado IFTA Report tax return for the 06/30/2021 filing period has been received. Processing your return may take several weeks. Should the Department have any questions about your return, correspondence will be mailed to you.

Do not send your printed return to the Department. Using Colorado Revenue Online completes your Colorado tax filing requirement. If you would like to view this return in the future, click on the "My History/Activity" tab and then click on the "View More" hyperlink.

Your Confirmation Number is 0-166-999-360

If you have a balance due and did not submit a payment within the return, you are required to make a payment by selecting "Make a Payment" at the bottom of this screen.

Please file all returns for all tax accounts prior to making a payment. This will consolidate all tax due into one payment. If paying by coupon, only include the coupon with your payment. Do NOT send in a copy of your return(s) with the payment.

To file a return for a different tax account, please click home in the top left corner of this screen.

Printable View

OK

Thank You from the Colorado Department of Revenue

Additional Resources:

[Tax.Colorado.gov/Excise & Fuel Tax](https://tax.colorado.gov/excise-fuel-tax)
[Tax.Colorado.gov/IFTA-filing-information](https://tax.colorado.gov/ifta-filing-information)

(303) 205-8205, Option 1

E-mail: DOR_FuelTax@state.co.us

[Tax.Colorado.gov](https://tax.colorado.gov)