

## Instructions for Terminal Operator Motor Fuel Tax Return

TO 2  
Rev. 12/15

The monthly terminal operator motor fuel tax return (TO 2) is a reconciliation of total gallons of motor fuel received and disbursed during the return period. Product type totals must be listed under the appropriate column. All gallons must be reported as **net** gallons.

Insert in the appropriate box your company name, TIN (FEIN/SSN), Ohio account number, period (MM/YYYY), TCN, address, city, state, ZIP and e-mail address. Only check amended return if you are amending a prior period.

\*\* According to Ohio Revised Code section 5735.06(C), if the tax return is not filed and received on or before the due date, you are liable for a late filing charge (the greater of 10% of your liability or \$50), and subject to interest. You will receive a billing for any applicable charges.