



STATE OF SOUTH CAROLINA
DEPARTMENT OF REVENUE
SUPPLIER 10 DAY NOTIFICATION

ATTN: MOTOR FUEL SECTION

FAX NUMBER: (803) 896-1779

SUPPLIER INFORMATION

NAME: _____

FEI #: _____ SC LIC #: _____

This notification is for: (Check all that apply)

- A. Failure To Pay
- B. Rescinding E/P Status
- C. Late Payment
- D. Ten Day Notice Previous Submitted - Payment Received

Payment Received _____ Date Received _____

ELIGIBLE PURCHASER INFORMATION (Complete a notice for each purchaser.)

NAME: _____ FEI #: _____

PAYMENT DUE \$ _____ PAYMENT DUE DATE: _____

	USER FEE GALLONS	GALLONS NOT SUBJECT TO USER FEE	TOTAL GALLONS
GASOLINE			
DIESEL			
KEROSENE			
OTHER			
TOTAL GALLONS			

PROPOSED CREDIT TO BE CLAIMED ON THE NEXT MONTH'S USER FEE REPORT \$ _____

ELIGIBLE PURCHASER STATUS:

The above listed purchaser has been notified of the termination of their eligible purchaser status.
(Check one) Yes No If yes, provide date of notification.

COMMENT: _____

I hereby certify that the information provided above is true and correct to the best of my knowledge.

Signature _____

Date _____

Phone Number _____

Mail to: South Carolina Department of Revenue, Motor Fuel Reports, Columbia, SC 29214-0132.

SUPPLIER TEN DAY NOTIFICATION INSTRUCTIONS

GENERAL INFORMATION

Use this form to notify the SC Department of Revenue of failure of eligible purchaser to pay, or failure to make a timely payment, if a late payment is received or if eligible purchaser status has been terminated.

An abbreviated fax (803) 896-1779 may be submitted in letter form within the ten day requirement and followed by a completed form no later than two days after the date of the faxed copy when notifying for failure to pay. The faxed copy must include the following: supplier's name, eligible purchaser's name, amount of payment due, and notation that payment was not received. The faxed copy must be signed and dated to be accepted.

If notification has been made concerning a failure to pay and then payment is received, a form must be submitted indicating amount of payment received and the date received. If the credit has already been deducted from the monthly supplier's report, please contact this office immediately by fax or telephone and attach a check for the payment to a copy of the notification form and mail to the address provided at the bottom of the form.

IMPORTANT - The supplier has the authority to terminate the fuel vendor's eligible purchaser status with their company if the purchaser does not make timely payments and/or fails to make payments.

Contact this office at (803) 896-1990 if you need assistance or have questions.