



**STATE OF MISSOURI
DEPARTMENT OF REVENUE**

MOTOR FUEL TAX

**ELECTRONIC FUNDS TRANSFER PROGRAM
Revised: June 2016**

Post Office Box 300
Jefferson City, Missouri 65105-0300
Phone: (573) 751-2611
Fax: (573) 526-5915

Email: elecfile@dor.mo.gov

Additional Information Available at <http://dor.mo.gov/business/fuel/>

Electronic Payment Method

Verify with your financial institution that it can originate Automated Clearing House (ACH) Credit transactions. Your financial institution must send the ACH Credit utilizing the tax payment (TXP) convention within the addendum record of a NACHA CCD+ application. Please review the addendum information included in this packet; this should be provided to your bank prior to submitting your pre-note test. Below is the department's bank information.

The ABA Routing Number is: 086500634

The EFT Deposit Account Number is: 000158755

To initiate payment of motor fuel tax through the ACH Credit payment method, instruct your financial institution or service provider to transfer funds from your account to the department's account. You will pay the cost of this transaction.

Pre-Note Test

Your bank must process an ACH pre-note or pre-notification transaction at least 10 business days prior to the first transmission of an actual tax remittance. Such transactions are actually "zero-dollar" or dummy ACH transactions used to test the accuracy of account numbers and other features of the processing system for a taxpayer before any funds are actually involved. You may contact the Electronic Services Team if you have questions regarding your pre-note submission by Email: elecfile@dor.mo.gov or by telephone 573-751-1850.

Emergency Backup Payment Method

You may use the FedWire payment method for emergency situations with prior approval from the department. FedWire is a payment service operated by the Federal Reserve System as a private wire network for transfers between financial institutions having accounts at the Federal Reserve Bank. Most depositories charge a fee for this service. Although FedWires are an adequate means of transferring funds, they are not designed to transmit remittance information necessary for posting tax payments. When the department approves you to use this backup method, check with your financial institution to verify the cut-off time to ensure payment of the tax on the due date.

Withdrawal From Electronic Filing and ACH/TXP Payment

If you begin paying your motor fuel taxes and fees electronically and you find that this method does not meet your needs, with 30 days written notice you may return to the conventional method of filing.

Timely Payment

You must transmit your data in accordance with the existing processing schedule in order to ensure timely payment of your motor fuel taxes and fees. Please coordinate with your financial institution to ensure that the department receives the electronic transaction by the tax due date in order to avoid late penalties. The department determines timely payments by the date the funds are credited to the department's bank account.

Weekends and Holidays

If a payment due date falls on a holiday or weekend, you must initiate the payment so that the payment is immediately available on the first business day after the holiday or weekend. Please coordinate with your financial institution to ensure that the department receives the electronic transaction by the tax due date in order to avoid late filing penalties.