



Form OP-216 can be filed and paid electronically using myconneCT at [portal.ct.gov/DRS-myconneCT](http://portal.ct.gov/DRS-myconneCT).

Return for period ended ▶	<input type="text" value="- -"/>	Due on or before	<input type="text" value="- -"/>	▶	Connecticut Tax Registration Number
	<small>M M - D D - Y Y Y Y</small>		<small>M M - D D - Y Y Y Y</small>		<input type="text" value="-"/>
Name	<input type="text"/>				Federal Employer Identification Number
Street address	<input type="text"/>				▶
City/town	State	Zip Code	<input type="text"/>		
	<input type="text"/>	<input type="text"/>	Out of business ▶ <input type="checkbox"/>		
			Amended return ▶ <input type="checkbox"/>		

**Section 1 - Special Fuels Gallons Accountability**

1. Opening physical inventory: Must agree with prior month's closing inventory.
2. Gallons purchased, state excise tax paid within Connecticut: Attach Form MF-R, Schedule 1.
3. Gallons purchased, state excise tax unpaid within Connecticut: Attach Form MF-R, Schedule 2.
4. Gallons imported direct to customers within Connecticut: Attach Form MF-R, Schedule 3.
5. Gallons imported into Connecticut storage: Attach Form MF-R, Schedule 4.
6. Gallons available for sale or use: Add Lines 1 through 5.
7. Closing physical inventory: Include in-transit items.
8. Total gallons to be accounted for: Subtract Line 7 from Line 6.
9. Nontaxable sales and transfers to licensed distributors: Attach Form MF-D, Schedule 6.
10. Sales and transfers out of Connecticut and sales in Connecticut for immediate export from Connecticut: Attach Form MF-D, Schedule 7.
11. Gallons sold to U.S. government tax exempt: Attach Form MF-D, Schedule 8.
12. Gallons sold to state and local government tax exempt: Attach Form MF-D, Schedule 9.
13. Sales to farmers or other tax exempt entities, nontaxable uses, sales of jet fuel, sales of #2 heating oil and kerosene for heating purposes, and sales of dyed diesel fuel for marine purposes: Attach Form MF-D, Schedule 10.
14. Gain or loss from inventory variation: Show gain as negative and deduct.
15. Total nontaxable sales and uses: Add Lines 9 through 14.
16. Taxable sales other than to licensed distributors: Attach Form MF-D, Schedule 11.
17. Taxable sales to licensed distributors: Attach Form MF-D, Schedule 5.
18. Taxable uses.
19. Total taxable sales and uses: Add Lines 16, 17, and 18.
20. Total gallons accounted for: Add Line 19 and Line 15; the sum must equal Line 8.

Complete the return in blue or black ink.

1. ▶	<input type="text"/>
2. ▶	<input type="text"/>
3. ▶	<input type="text"/>
4. ▶	<input type="text"/>
5. ▶	<input type="text"/>
6. ▶	<input type="text"/>
7. ▶	<input type="text"/>
8. ▶	<input type="text"/>
9. ▶	<input type="text"/>
10. ▶	<input type="text"/>
11. ▶	<input type="text"/>
12. ▶	<input type="text"/>
13. ▶	<input type="text"/>
14. ▶	<input type="text"/>
15. ▶	<input type="text"/>
16. ▶	<input type="text"/>
17. ▶	<input type="text"/>
18. ▶	<input type="text"/>
19. ▶	<input type="text"/>
20. ▶	<input type="text"/>

Complete Sections 2 and 3 on the reverse side.

Visit us at [portal.ct.gov/DRS](http://portal.ct.gov/DRS) for more information.



-

## Section 2 - Special Fuels Tax Calculation

	Column A - Diesel	Column B - Alternative Fuel
21. Taxable gallons.	21. ▶ <input type="text"/>	▶ <input type="text"/>
22. Deduct tax paid purchases.	22. ▶ <input type="text"/>	▶ <input type="text"/>
23. Deduct dealer sales to governmental entities: Attach Form MF-D, Schedule 13.	23. ▶ <input type="text"/>	▶ <input type="text"/>
24. Total taxable gallons: Subtract Line 22 and Line 23 from Line 21 for each column.	24. ▶ <input type="text"/>	▶ <input type="text"/>
25. Tax due: Multiply Line 24 by the rate (Column A by 52.4¢; Column B by 26¢)	25. ▶ <input type="text"/> .00	▶ <input type="text"/> .00
26. Total tax due: Add Line 25, Column A and Column B.	26. ▶ <input type="text"/>	▶ <input type="text"/> .00
27. Penalty: 10% (.10) of total tax due or \$50, whichever is greater.	27. ▶ <input type="text"/>	▶ <input type="text"/> .00
28. Interest: 1% (.01) per month or fraction of a month from due date to date of payment.	28. ▶ <input type="text"/>	▶ <input type="text"/> .00
29. Total amount due: Add Lines 26, 27, and 28.	29. ▶ <input type="text"/>	▶ <input type="text"/> .00

## Section 3 - Declaration and Signature

**Declaration:** I declare under penalty of law that I have examined this return (including any accompanying schedules and statements) and, to the best of my knowledge and belief, it is true, complete, and correct. I understand the penalty for willfully delivering a false return or document to the Department of Revenue Services (DRS) is a fine of not more than \$5,000, or imprisonment for not more than five years, or both. The declaration of a paid preparer other than the taxpayer is based on all information of which the preparer has any knowledge.

<b>Sign Here</b>  Keep a copy of this return for your records.	Taxpayer signature	Title	Date (MMDDYYYY)
	<input type="text"/>	<input type="text"/>	<input type="text"/>
	Print taxpayer name	Telephone number	Taxpayer SSN
	<input type="text"/>	<input type="text"/>	<input type="text"/>
	Paid preparer signature	Preparer address	Preparer's SSN or PTIN
	<input type="text"/>	<input type="text"/>	<input type="text"/>
	Taxpayer's email address	<input type="text"/>	
	▶ <input type="text"/>		

# Form OP-216 - Instructions

## General Instructions

**Form OP-216** must be filed for each calendar month by the twenty-fifth day of the following month. If the due date falls on a Saturday, Sunday, or legal holiday, the next business day is the due date. A return must be filed even if no tax is due.

## Filing and Paying Electronically

**Form OP-216** can be filed and paid electronically using **myconneCT**. DRS **myconneCT** allows taxpayers to electronically file, pay, and manage state tax responsibilities.



## Filing and Paying by Mail

If you file by mail, complete the return in blue or black ink only. Do not use staples.

Mail this return and schedules with a check to:

Department of Revenue Services  
State of Connecticut  
PO Box 5031  
Hartford CT 06102-5031

If you pay by mail, make check payable to **Commissioner of Revenue Services**. To ensure payment is applied to your account, write "**Form OP-216**" and your Connecticut Tax Registration Number, optional, on the front of your check. Be sure to sign your check and paper clip it to the front of your return. Do not use staples. Do not send cash. DRS may submit your check to your bank electronically.

**Rounding gallons:** On your return, you must round off fractions of a gallon to the nearest whole gallon. Round down to the next lowest whole gallon all fractions of a gallon less than a half gallon. Round up to the next highest whole gallon all fractions of a half gallon or more.

You must round off cents to the nearest whole dollar on your return and schedules. If you do not round, DRS will disregard the cents. Round down to the next lowest dollar all amounts that include 1 through 49 cents. Round up to the next highest dollar all amounts that include 50 through 99 cents. However, if you need to add two or more amounts to compute the amount to enter on a line, include cents and round off **only** the total.

## Special Instructions for Sellers of Certain Alternative Fuel

Effective for sales made on or after July 1, 2008, sales of compressed natural gas, liquefied petroleum gas, and liquefied natural gas (alternative fuels) are subject to motor vehicle fuels tax at 26¢ per gallon. When selling such fuels in a gaseous form, see **Announcement 2024(1)**, *Conversion Factors for Motor Vehicle Fuels Occurring in Gaseous Form Beginning July 1, 2024*.

## Line Instructions

Visit the DRS website at [portal.ct.gov/DRS/myconneCT/Excise-File-Uploads](https://portal.ct.gov/DRS/myconneCT/Excise-File-Uploads) for instructions on Form MF-R and **Form MF-D, Motor Vehicle Fuels Tax Schedule of Disbursements**.

### Line 2

Report Connecticut state excise tax paid purchases of diesel fuel, #2 heating oil, kerosene, jet fuel, and biodiesel and purchases of propane and natural gas sold as a motor vehicle fuel. For each product code, you must complete a separate **Form MF-R, Motor Vehicle Fuels Tax Schedule of Receipts**, Schedule Type 1, indicating gallons purchased from each supplier.

### Line 3

Report Connecticut state excise tax unpaid purchases of diesel fuel, #2 heating oil, kerosene, jet fuel, and biodiesel and purchases of propane and natural gas sold as a motor vehicle fuel. For each product code, you must complete a separate Form MF-R, Schedule Type 2, indicating gallons purchased from each supplier.

### Line 4

Report gallons imported from another state direct to customers within Connecticut. For each product code, you must complete a separate Form MF-R, Schedule Type 3, indicating gallons purchased from each supplier.

### Line 5

Report gallons imported from another state into Connecticut storage. For each product code, you must complete a separate Form MF-R, Schedule Type 4, indicating gallons purchased from each supplier.

### Line 9

Report Connecticut state excise tax-exempt sales and transfers of diesel fuel, #2 heating oil, kerosene, jet fuel, biodiesel, propane, and natural gas to licensed diesel fuel distributors. For each product code, you must complete a separate Form MF-D, Schedule Type 6, indicating gallons sold to each customer. To view the current list of licensed distributors, visit [portal.ct.gov/DRS/myconneCT/Excise-Distributor-Dealer-Supplier-Lists](https://portal.ct.gov/DRS/myconneCT/Excise-Distributor-Dealer-Supplier-Lists).

### Line 10

Report sales and transfers out of Connecticut and sales in Connecticut to licensed motor vehicle fuels exporters. For each product code, you must complete a separate Form MF-D, Schedule Type 7, indicating gallons sold to each customer.

### Line 11

Report tax-exempt sales to the U.S. government. For each product code, you must complete a separate Form MF-D, Schedule Type 8, indicating gallons sold to each branch of the U.S. government.

### Line 12

Report tax-exempt sales to the State of Connecticut and municipalities of this state. For each product code, you must complete a separate Form MF-D, Schedule Type 9, indicating gallons sold to each state agency and each municipality.

**Line 13**

Report tax-exempt sales to farmers and other tax-exempt purchasers. Report tax-exempt sales of jet fuel to licensed aviation fuel dealers or sold directly to an aircraft owner or operator documented by **Form AU-477, Aircraft Owner or Operator Declaration Motor Vehicle Fuels Tax Exemption.**

Report tax-exempt sales to any vessel having a displacement exceeding four thousand (4,000) dead weight tons or primarily engaged in interstate commerce. Report tax-exempt sales of dyed diesel fuel to a licensed marine fuel dock owner or operator documented by **Form AU-478.**

For each product code, you must complete a separate Form MF-D, Schedule Type 10, indicating to whom the gallons were sold. Include nontaxable use and tax-exempt sales of #2 heating oil and kerosene for heating purposes, but do not complete Form MF-D for such sales.

**Line 16**

Report all taxable sales other than to licensed distributors. Do not complete Form MF-D.

**Line 17**

Report taxable sales to licensed diesel fuel distributors. For each product code, you must complete a separate Form MF-D, Schedule Type 5, indicating gallons sold to each licensed diesel fuel distributor.

**Line 18**

Report all taxable use.

**Line 21****Column A**

Report the diesel gallons included in Line 19.

**Column B**

Report the alternative fuel gallons included in Line 19.

**Line 22****Column A**

Of the taxable gallons on Line 21, Column A, report those diesel gallons that were purchased as state excise tax-paid, as reported on Form MF-R, Schedule Type 1.

**Column B**

Of the taxable gallons on Line 21, Column B, report those alternative fuel gallons that were purchased as state excise tax-paid, as reported on Form MF-R, Schedule Type 1.

**Line 23****Column A**

Report all diesel credit card sales to governmental entities made at retail outlets. For each product code, you must complete a separate Form MF-D, Schedule Type 13, indicating diesel gallons sold to each governmental entity.

**Column B**

Report all alternative fuel credit card sales to governmental entities made at retail outlets. For each product code, you must complete a separate Form MF-D, Schedule Type 13, indicating alternative fuel gallons sold to each governmental entity.

**Line 24**

Total taxable gallons: Subtract Line 22 and Line 23 from Line 21 for Column A (diesel) and Column B (alternative fuel).

**Line 25 - Tax Due****Column A.**

Multiply Line 24, Column A by 52.4¢

**Column B**

Multiply Line 24, Column B by 26¢.

**Line 26**

Total tax due: Add Line 25, Column A and Line 25, Column B.

**Line 27**

**Late Payment Penalty:** The penalty for late payment is 10% of tax due or \$50, whichever is greater.

**Late Filing Penalty:** The Commissioner of Revenue Services may impose a \$50 penalty for failure to file any return required by law to be filed.

**Line 28**

**Interest:** The interest charge for late payment is 1% per month or fraction of a month from the due date.

**Line 29**

Remit the amount due with this return.

**For Additional Information on the Special Fuels Tax**

Call the Business Tax Subdivision/Excise Tax Field Unit at **860-541-3224**, Monday through Friday between 8:30 a.m. and 4:30 p.m.

**For the Latest News**

Visit the DRS website at [portal.ct.gov/DRS](http://portal.ct.gov/DRS).

**E-Services Update**

Use **myconneCT** to file taxes, make payments, view filing history, and communicate with the agency simply and more efficiently on virtually any mobile device, including laptops, tablets, and smartphones, 24 hours a day, 7 days a week. For updated information, please visit the DRS website at [portal.ct.gov/DRS-myconneCT](http://portal.ct.gov/DRS-myconneCT).