



Username

Password

**Log in**

[Forgot Username or Password?](#)

Logging in for the first time?  
**Create a Username**

# Filing a Highway Use Fee Return

returns and filing options, login with your Connecticut Registration Number.

- > [New Business/Need a CT Registration Number?](#)
- > [Make a Bill Payment](#)
- > [Apply/Renew Tax Exemption Form](#)
- > [File Returns/Extension](#)


- > [Make a Bill Payment, Estimated Payment, or Return Payment](#)
- > [File Returns/Taxes](#)
- > [File an Extension](#)
- > [Where's my Refund?](#)
- > [1099-G Search](#)
- > [Upload Earned Income Tax Credit \(EITC\) Documents](#)
- > [File your Earned Income Tax Credit \(EITC\) Protest](#)
- > [View Tax Calculators](#)

- > [Taxpayer Service Center Homepage \(TSC\)](#)
- > [myCTREC - Connecticut Real Estate Conveyance Tax Electronic Filing](#)
- > [EITC Information](#)





Username

Password 

[Log in](#)

[Forgot Username or Password?](#)

Logging in for the first time?  
[Create a Username](#)

The data you see in this tutorial is completely fictitious. It was made for instructional purposes only. Any resemblance to a real person or business is completely coincidental.



- > File your Earned Income tax Credit (EITC) Protest
- > View Tax Calculators





To log in, enter your **myconneCT** username and password in the *Username* and *Password* fields. Click the **Log In** button.



The login form is shown with a red border. It contains the following elements:

- Username field: Agreen22
- Password field: masked with dots and a visibility icon
- Log in button: green with white text
- Forgot Username or Password? link
- Logging in for the first time? text
- Create a Username link



### Businesses

Register a new business, file returns and make payments without creating a myconneCT username. Available forms to file non-logged on include: Attorney Occupational Tax, Estate and Gift Tax, and Controlling Interest Tax. For other returns and filing options, login with your Connecticut Registration Number.

- > [New Business/Need a CT Registration Number?](#)
- > [Make a Bill Payment](#)
- > [Apply/Renew Tax Exemption Form](#)
- > [File Returns/Extension](#)



### Individuals

Individuals can make payments and file certain forms without logging in. Click on a link below for more options. DRS recommends you create a username for all filing transactions.

- > [Make a Bill Payment, Estimated Payment, or Return Payment](#)
- > [File Returns/Taxes](#)
- > [File an Extension](#)
- > [Where's my Refund?](#)
- > [What's My 1099-G Amount?](#)
- > [Upload Earned Income Tax Credit \(EITC\) Documents](#)
- > [File your Earned Income Tax Credit \(EITC\) Protest](#)
- > [View Tax Calculators](#)



### Additional Resources

Shortcuts to other DRS resources

- > [Taxpayer Service Center Homepage \(TSC\)](#)
- > [myCTREC - Connecticut Real Estate Conveyance Tax Electronic Filing](#)
- > [EITC Information](#)





Once you are logged in, the Summary tab is displayed. From the Highway Use Fee panel, click **File Now**.

### CT MOVING, LLC

101801070000  
800 MAIN ST  
EAST HARTFORD CT 06108-3141

Welcome, Aaron Green

You last logged in on Wednesday, Jan 25, 2023 11:39:47 AM

[Manage My Profile](#)

[Favorites](#) [Summary](#) [Action Center <sup>1</sup>](#) [Settings](#) [More...](#)

Filter

#### Highway Use Fee

CT MOVING, LLC  
800 MAIN ST  
EAST HARTFORD CT 06108-3141

[Action Center Items <sup>1</sup>](#)

Return Period Ending On 31-Jan-2023

[File Now](#)

Monthly Filer

Due

**28-Feb-2023**

#### Account

Account ID: 0108879132

CT Registration No: 101801070000

Balance

**\$0.00**

[View/File Returns and View Period Detail](#)

[Make a Payment](#)

#### Motor Carrier Decals

CT MOVING, LLC  
800 MAIN ST  
EAST HARTFORD CT 06108-3141

#### Account

Account ID: 0108895516

CT Registration No: 101801070000

Balance



[Order Motor Carrier Decals](#)



< CT MOVING, LLC

### Highway Use Fee

31-Jan-2023  
Highway Use Fee  
101807029000  
CT MOVING, LLC

**\$0.00**

Balance Due

**28-Feb-2023**

Due Date

### Highway Use Fee



For form instructions, please [click here](#).

### Schedule 1 - Highway Use Fee

Add your vehicle and trip records to the table below. To add a record, click the **'Add a Vehicle'** link below and enter the vehicle information. If you are reporting multiple trips for the same vehicle but at a different weight, you can copy an existing vehicle record to bring over the VIN and License information, but you will need to enter the correct mileage information.

If you are importing your schedule 1 from a .csv file, click the button below then select the file that you will be importing. Only file types with a .csv extension are accepted, any other file types will be rejected.

If there is no mileage or weight to report for this month, please click the next button and complete a no activity return.

[Import Schedule 1](#)

### Monthly Activity by Vehicle

VIN	Gross Vehicle Weight (LBS) in CT	Connecticut Miles associated with Weight	Tax Rate per Mile	CT Highway Use Fee
-----	----------------------------------	--	-------------------	--------------------

[+ Add a Vehicle](#)

Review the Highway Use Fee Schedule 1 Instructions.



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There are two ways to add vehicle records. You can either manually add vehicle records or import them using a CSV (comma-separated values) file.

To add a vehicle record manually, click the **+ Add a Vehicle** hyperlink.

For form instructions, please [click here](#).

### Schedule 1 - Highway Use Fee

Add your vehicle and trip records to the table below. To add a record, click the **'Add a Vehicle'** link below and enter the vehicle information. If you are reporting multiple trips for the same vehicle but at a different weight, you can copy an existing vehicle record to bring over the VIN and License information, but you will need to enter the correct mileage information.

If you are importing your schedule 1 from a .csv file, click the button below then select the file that you will be importing. Only file types with a .csv extension are accepted, any other file types will be rejected.

If there is no mileage or weight to report for this month, please click the next button and complete a no activity return.

Import Schedule 1

### Monthly Activity by Vehicle

VIN	Gross Vehicle Weight (LBS) in CT	Connecticut Miles associated with Weight	Tax Rate per Mile	CT Highway Use Fee
-----	----------------------------------	--	-------------------	--------------------

**+ Add a Vehicle**

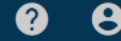
+ Add a Vehicle

Cancel

Save Draft

< Previous

Next >



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### Highway Use Fee

31-Jan-2023

**\$0.00**

Balance Due

#### Schedule 1



##### Vehicle Information

VIN

4Y1SL65848Z411439

License Plate

CTMOV22

Country

USA

State

CONNECTICUT

##### Mileage and Vehicle Weight

Total Miles Everywhere

10,000

Gross Vehicle Weight (LBS) in CT

45,000

Connecticut Miles associated with Weight

600

Tax Rate per Mile

0.0510

CT Highway Use Fee

30.60

Cancel

Add

#### Monthly Activity by Vehicle

VIN	Gross Vehicle Weight (LBS) in CT	Connecticut Miles associated with Weight	Tax Rate per Mile	CT Highway Use Fee
-----	----------------------------------	--	-------------------	--------------------

Provide the required Vehicle and Mileage and Vehicle Weight information. The Connecticut Highway Use Fee amount is calculated for you. To finalize the record, click **Add**.



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### Highway Use Fee

31-Jan-2023  
Highway Use Fee  
101807029000  
CT MOVING, LLC

**\$30.60**

Balance Due

**28-Feb-2023**

Due Date

You can see the record has been added to the Monthly Activity by Vehicle table. Repeat the previous steps until all vehicles have been added to the table.

For form instructions, please [click here](#).

### Schedule 1 - Highway Use Fee

Add your vehicle and trip records to the table below. To add a record, click the **'Add a Vehicle'** link below and enter the vehicle information. If you are reporting multiple trips for the same vehicle but at a different weight, you can copy an existing vehicle record to bring over the VIN and License information, but you will need to enter the correct mileage information.

If you are importing your schedule 1 from a .csv file, click the button below then select the file that you will be importing. Only file types with a .csv extension are accepted, any other file types will be rejected.

If there is no mileage or weight to report for this month, please click the next button and complete a no activity return.

[Import Schedule 1](#)

### Monthly Activity by Vehicle

VIN	Gross Vehicle Weight (LBS) in CT	Connecticut Miles associated with Weight	Tax Rate per Mile	CT Highway Use Fee
4Y1SL65848Z411439	45,000	600	0.0510	30.60

[+ Add a Vehicle](#)

Cancel

Save Draft



< Previous

Next >





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### Highway Use Fee

31-Jan-2023  
Highway Use Fee  
101807029000  
CT MOVING, LLC

**\$30.60**

Balance Due

**28-Feb-2023**

Due Date

To import vehicle records using a CSV file, click the **Import Schedule 1** button.

For form instructions, please [click here](#).

### Schedule 1 - Highway Use Fee

Add your vehicle and trip records to the table below. To add a record, click the **'Add a Vehicle'** link below and enter the vehicle information. If you are reporting multiple trips for the same vehicle but at a different weight, you can copy an existing vehicle record to bring over the VIN and License information, but you will need to enter the correct mileage information.

If you are importing your schedule 1 from a .csv file, click the button below then select the file that you will be importing. Only file types with a .csv extension are accepted, any other file types will be rejected.

If there is no mileage or weight to report for this month, please click the next button and complete a no activity return.

**Import Schedule 1**

### Monthly Activity by Vehicle

VIN	Gross Vehicle Weight (LBS) in CT	Connecticut Miles associated with Weight	Tax Rate per Mile	CT Highway Use Fee
4Y1SL65848Z411439	45,000	600	0.0510	30.60

+ Add a Vehicle

Cancel

Save Draft



< Previous

Next >



< CT MOVING, LLC

### Highway Use Fee

31-Jan-2023  
Highway Use Fee  
101807029000  
CT MOVING, LLC

**\$30.60**

Balance Due

**28-Feb-2023**

Due Date

### Highway Use Fee



Schedule 1

For form instructions, please click [here](#).

### Schedule 1 - Highway Use Fee

Add your vehicle and trip records to the table below. To add a record, click [Add Record](#). If you are reporting multiple trips for the same vehicle but at a different weight, you can copy an existing vehicle record to bring over the VIN and License information, but you will need to enter the correct mileage information.

If you are importing your schedule 1 from a .csv file, click the button below then select the file that you will be importing. Only file types with a .csv extension are accepted, any other file types will be rejected.

If there is no mileage or weight to report for this month, please click the next button and complete a no activity return.

Import Schedule 1

Select a file to import: X

Browse... CTMovingLLC\_CSV\_Example.csv

Cancel

OK

Click Browse and select the file from your computer. Once the file has been added, click **OK**.

**Note:** If the file is incorrectly formatted, you will receive an error message.



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### Highway Use Fee

31-Jan-2023  
Highway Use Fee  
101807029000  
CT MOVING, LLC

**\$207.70**

Balance Due

**28-Feb-2023**

Due Date

### Highway Use Fee

The vehicle records from the imported file are displayed and the balance due at the top of the page has been updated to reflect the fee amount. Click **Next**.

### Schedule 1 - Highway Use Fee

Add your vehicle and trip records to the table below. To add a record, click the 'Add a Vehicle' link below and enter the vehicle information. If you are reporting multiple trips for the same vehicle but at a different weight, you can copy an existing vehicle record to bring over the VIN and License information, but you will need to enter the correct mileage information.

If you are importing your schedule 1 from a .csv file, click the button below then select the file that you will be importing. Only file types with a .csv extension are accepted, any other file types will be rejected.

If there is no mileage or weight to report for this month, please click the next button and complete a no activity return.

Import Schedule 1

### Monthly Activity by Vehicle

	VIN	Gross Vehicle Weight (LBS) in CT	Connecticut Miles associated with Weight	Tax Rate per Mile	CT Highway Use Fee
	1z234f5679x3	45,000	100	0.0510	5.10
	1z234f5679x3	28,500	100	0.0279	2.79

Cancel

Save Draft



< Previous

Next >



< CT MOVING, LLC

### Highway Use Fee

31-Jan-2023  
Highway Use Fee  
101801070000  
CT MOVING, LLC

**\$207.70**

Balance Due

**28-Feb-2023**

Due Date

### Highway Use Fee



Review the Return Line Items. To make changes, click the Previous button. If the summary is accurate, click **Next**.

#### Return Line Items

1. Total taxable miles traveled in Connecticut for the month by all vehicles	3,698
2. <b>Highway use Fee due</b>	207.70
3. Estimated Penalty	0.00
4. Estimated Interest	0.00
Payments made this period	0.00
5. Total amount due	207.70

Cancel Save Draft

< Previous **Next** >



< CT MOVING, LLC

### Highway Use Fee

31-Jan-2023  
Highway Use Fee  
101801070000  
CT MOVING, LLC

**\$207.70**

Balance Due

**28-Feb-2023**

Due Date

If there is balance due, you will be prompted to make a payment before submitting the return. You can pay with ACH Debit/Direct Payment or Credit Card, or you can Pay After Filing. Select the payment method and click Next.

#### Select Payment Method

- ACH Debit/Direct Payment**  
Select this option to make a payment with this return. The direct payment option allows you to transfer funds by authorizing the Department of Revenue Services and its designated Financial Agents to electronically debit your bank account for the amount of your tax payment.
- Credit Card**  
Make a credit card payment at the ACI Payments, Inc. website. **\*\*Credit Card payments are subject to a convenience fee.** Credit cards accepted include American Express, Discover, MasterCard, and Visa. After your return has been submitted, you will be provided with a button to link to ACI Payments, Inc. to 'Make a Credit Card Payment'  
  
\*\*A convenience fee will be charged by the credit card service provider. The convenience fee is generally 2.35% of the payment amount, with a minimum charge of \$3.95. You will be informed of the amount of the fee and may elect to cancel the transaction. At the end of the transaction, you will be given a confirmation number for your records.  
  
**The estimated convenience fee that will be charged is \$4.88**
- ACH Credit/Pay After Filing**  
Selecting this payment option **does not** automatically initiate your payment. The confirmation number you will receive with this return only acknowledges the filing of the return. You **must** initiate a payment separate to this filing.  
  
Only those taxpayers who are currently registered for and who already pay by ACH credit may use this option.

[Cancel](#) [Save Draft](#) [< Previous](#) [Next >](#)



< CT MOVING, LLC

### Highway Use Fee

31-Jan-2023  
Highway Use Fee  
101801070000  
CT MOVING, LLC

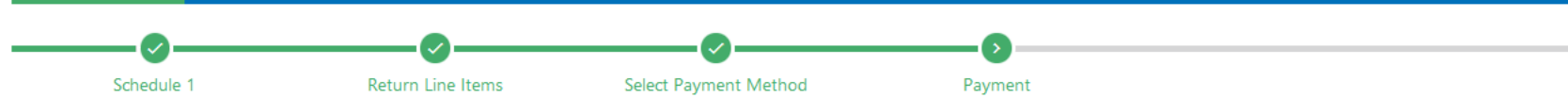
**\$207.70**

Balance Due

**28-Feb-2023**

Due Date

### Highway Use Fee



If the funds for this payment come from an account outside the United States, choose 'IAT Direct Payment' as the payment channel type.

#### Debit Block Codes:

A debit block is when you have notified your bank or financial institution to reject all debit requests against your account unless you have provided a specific "debit block code". For more information and a listing of debit block codes, [click here](#)

#### Payment Channel

Type \*

Required



#### Payment

Payment Type

Return/Period Payment

Pays off debt for a specific return or period

Payment Date

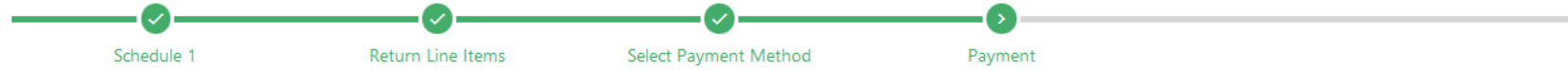
25-Feb-2023

Select Payment Amount

\$207.70 - Current Balance

Other Amount

In the Payment Channel section, select the Payment Channel type.



Enter all required bank information. In the Payment section, confirm the payment amount. Once you have entered all payment information, click the **Next** button.

### Payment Channel

Type  
Direct Payment

Bank Account Type  
 Checking  
 Savings

Routing Number  
253171294

Bank Name  
ROXBORO SAVINGS BANK, SSB

Account Number  
12345

Confirm Account Number  
12345

Save this payment channel for future use  
 No     Yes

### Payment

Payment Type  
Return/Period Payment

Pays off debt for a specific return or period

Payment Date  
25-Feb-2023

Select Payment Amount  
 \$207.70 - Current Balance  
 Other Amount

Amount  
207.70

Confirm Amount  
207.70

[Cancel](#)    [Save Draft](#)    [< Previous](#)    [Next >](#)

## Highway Use Fee

31-Jan-2023

Highway Use Fee

101801070000

CT MOVING, LLC

**\$207.70**

Balance Due

**28-Feb-2023**

Due Date

### Highway Use Fee

Enter the taxpayer signature (name) and click **Submit**.

#### Paid Tax Preparer

I am a Paid Tax Preparer

#### Terms and Conditions

I authorize (1) the Connecticut Department of Revenue Services and its designated Financial Agents to initiate a Direct Payment (automatic withdrawal) from the financial institution account designated in this transaction for payment of my Connecticut taxes, and (2) my financial institution to debit the entry to my account.

**The amount of the Direct Payment will be: \$207.70 and will be initiated on 25-Feb-2023**

I understand that if the Connecticut Department of Revenue Services does not receive full and timely payment of my tax liability, I will remain liable for the tax liability and all applicable interest, penalty and return item charges. **Note:** In some instances, your account will be debited on the next business banking day.

#### Declaration of Taxpayer(s)

I declare under the 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 DRS is a fine of not more than \$5,000, imprisonment for not more than five years, or both.

Once you have agreed that all the information is correct, select "Submit" below to complete this filing. Upon successful filing, you will receive a confirmation number and the option to print a copy of this filing information.

#### Sign Here

Taxpayer's Signature  
(Name)

Aaron Green

Date

25-Feb-2023

Cancel

Save Draft

< Previous

Submit





< CT MOVING, LLC

### Confirmation

Your return has been submitted to the Connecticut Department of Revenue Services. The return will be posted to your account after your submission is processed. Your confirmation number is: **0-000-050-654**.

#### Filing Details:

Date Submitted: 2/25/2023  
Customer Name: CT MOVING, LLC  
Tax Type: Highway Use Fee  
Form Type: Highway Use Fee Return  
Period End: 1/31/2023  
Payment Type: ACH Debit/Direct Payment  
Amount of Payment: \$207.70  
Payment Date: 2/25/2023

If you are no longer subject to the Highway Use Fee, in Connecticut; please go to the "More..." tab and then "Taxpayer Updates" to close your Highway Use Fee.

Please note: You are responsible to file/pay all returns for any tax type(s) you are closing through the end of the close date.

**OOPS?** If you want to make a change, it is not too late. While a return is still pending, you can return to your account, view your submission, and edit as necessary.

Printable View

OK

Upon successful submission of your return and payment, if applicable, you will be directed to a Confirmation page.

You may click the **Printable View** button to view and print a copy of the return for your records. Do not mail copies of your return to DRS. This could result in delayed processing of your return.



Username

Password



**Log in**

[Forgot Username or Password?](#)

Logging in for the first time?

**[Create a Username](#)**

[Click here](#) for more tutorials!

- > [Apply/Renew Tax Exemption Form](#)
- > [File Returns/Extension](#)

- > [File an Extension](#)
- > [Where's my Refund?](#)
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