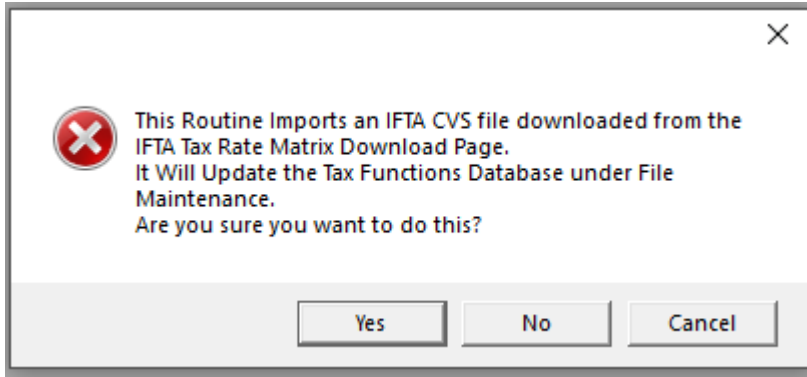
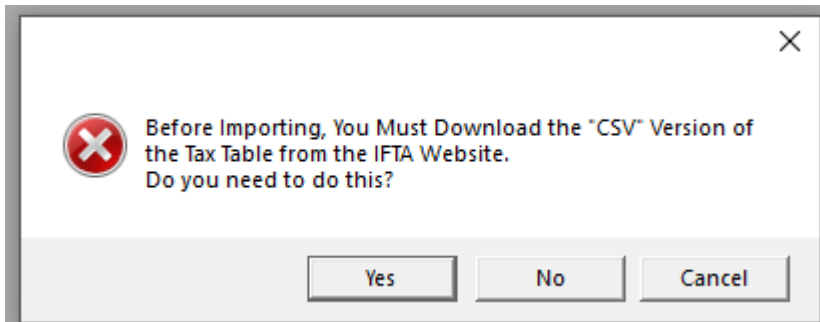


## MSWIN IFTA TAX RATE Download Instructions

Under the Utilities menu in the Mileage and Fuel Tax module there is a IFTA Tax Rate Import function. This allows you to always be up to date with the IFTA tax rates.



When you click Yes you have the choice to download, if you have not already done so



If you click Yes you will be routed to the website

If you already have the download on your system you click No and proceed

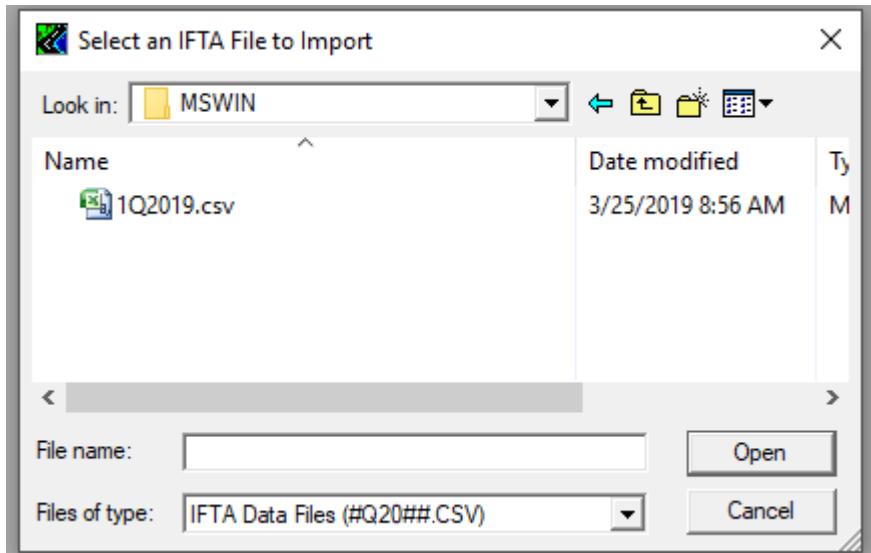


Tax Rate Matrix Downloads

Quarter	Excel	Txt	Doc	RTF	CSV	Excel - 95	XML
1Q2019	↓	↓	↓	↓	↓	↓	↓
4Q2018	↓	↓	↓	↓	↓	↓	↓
3Q2018	↓	↓	↓	↓	↓	↓	↓
2Q2018	↓	↓	↓	↓	↓	↓	↓
1Q2018	↓	↓	↓	↓	↓	↓	↓
4Q2017	↓	↓	↓	↓	↓	↓	↓

Load More

Click the down arrow for the quarter you need and save to your MSWIN folder under the TMS folder on your network.

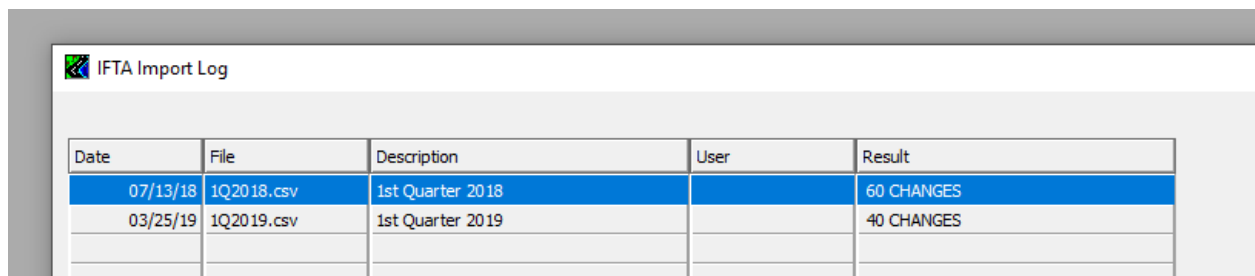


After downloading the import process begins. You will receive a pop up box for each state to allow you to choose which states you want to change the tax rate for. Most people will want to click OK on each state, it goes fast 😊

A report will pop up showing you the rates and changes that have just taken place. As with all of our reports you can PRINT or SAVE.

You are then ready to run your reports and proceed as normal.

Under the UTILITIES menu there is also a handy import log to help you remember if you have downloaded the current quarter.



Date	File	Description	User	Result
07/13/18	1Q2018.csv	1st Quarter 2018		60 CHANGES
03/25/19	1Q2019.csv	1st Quarter 2019		40 CHANGES