VIRGINIA FUELS TAX REPORTING IS CHANGING FOR EDI ANSI X12 and ASCII FLAT FILERS

JUNE 2006

In the near future, DMV electronic reporting will have a new look and feel for all filers. In addition, fuels tax filers who submit EDI ANSI X12 and ASCII flat-files will be able to view and manage their returns directly online.

Beginning August 1, 2006, filers who transmit EDI ANSI X12 and ASCII flat-files will use a new Internet address to file returns. The Internet site will be the first new experience. From this point, online guidance will be provided to ensure that the file and return was successfully transmitted and processed.   Before returns are successfully transmitted, the system will identify file errors which would require attention from the filer.

For a successful transition from the old process to the new process, training classes are required. Filers who transmit EDI and ACSII flat-files will be required to participate in a two-hour online training session. You have been scheduled to participate in the two-hour online training session on (Licensee Assigned Time Here). Please confirm this date and time by sending an email to Jackie.Dunn@dmv.virginia.gov.

Prior to beginning your Webinar training, call 1-866-762-7058 and enter the access code of 053923. This will allow you to listen to the instructions of the training and correspond with a training representative. WEBINAR training will require you to be connected to the online training session at https://www.mymeetings.com/nc. If this is your first visit to this web site, you may need to install WebEx Plug-In. Please visit the DMV web site at www.dmvnow.com under Commercial Services/Fuels Tax/Information and News section to get assistance with installing WebEx Plug-In and connecting to WEBINAR. You will need the conference meeting number 745115050, your name and company name to connect. No password is needed.

To ensure that the meeting begins on time, please begin the login process at least 15 minutes early. This will allow time for downloading the WEB EX Plug-In if necessary and/or troubleshooting possible problems.

For future reference, a Web Direct Manual will be available to assist you with your filing needs. Go to www.dmvnow.com under the Commercial Services/Fuels Tax section and select Web Direct. Feel free to print the document for a future reference guide.

CONTACT INFORMATION:

If you have any questions, contact DMV's Tax Services at:

(804) 367-4328, or 367-8877 **(voice)**   (800) 272-9268 **(deaf or hearing impaired only)**

(804) 367-0233 **(fax)**   samuel.hunter@dmv.virginia.gov **(e-mail)**