Form **720-TO**

(Rev. September 2010)

Department of the Treasury
Internal Revenue Service

Terminal Operator Report

For the month ending , 20 .

OMB No. 1545-1734

☐ Corrected ☐ Void

Part I Terminal Operator

Company name	Employer identification number (EIN)

Address (number, street, room or suite number)	Form 637 registration number

City, state, and ZIP code

Contact person	Daytime telephone number ( )	Fax number ( )	Email address

Part II Terminal

Name of terminal	Terminal control number (TCN)

Terminal location

Part III Transactions for the Month

	Net Gallons (attach additional schedule(s) if needed) Enter the transactions for the period on Schedules A and B, then complete lines 1 through 7 for each product code (PC) (see the instructions).			
	(a) PC:	**(b)** PC:	**(c)** PC:	**(d)** PC:
1 Beginning inventory.				
2 **Total receipts.** Enter the total net gallons from Schedule(s) A, column (g), by PC.				
3 Total gallons available. Add lines 1 and 2.				
4 **Total disbursements.** Enter the total net gallons from Schedule(s) B, column (f). If you have disbursements for more than one position holder for a PC, add the amounts from each position holder's Schedule B and enter the combined total by PC.				
5 Subtract line 4 from line 3.				
6 Stock gains and losses. Show losses in (parentheses).				
7 Actual physical ending inventory at terminal.				

Under penalties of perjury, I declare that I have examined this return, including accompanying schedules and statements, and to the best of my knowledge and belief, it is true, correct, and complete.

Signature ▶ _____ Title, if applicable ▶ _____ Date ▶ _____

Type or print your name below signature.

Terminal operator name as shown on Form 720-TO	EIN	TCN	For the month ending (enter MM/DD/YYYY)

Schedule A **Terminal Operator Receipts**

1 **Product Code (PC).** Enter the PC (see instructions). A separate schedule is required for each PC		Page _____ of _____ For more than one Schedule A, for each different PC, number each sheet. For example, 1 of 4, 2 of 4, etc.
1a **Position Holder (PH) name.** Enter PH name for PCs Bxx, Dxx, and Exx. Enter one name per page.	PH EIN	PH Form 637 registration number

2 Enter in the columns below the information requested for the PC on line 1 above.

(a) Carrier name	(b) Carrier EIN	(c) Mode code	(d) Vessel official number (required when mode code is B, S, IB, IS, EB, or ES)	(e) Document date	(f) Document number	(g) Net gallons

3 **Total.** Add amounts in column (g) and enter the total. If there is more than one page for a PC, add the amounts from each page and enter the result on the last page of Schedule A for that PC. Do not enter page subtotals. Enter the amount from column (g) on Form 720-TO, Part III, line 2, in the column for the applicable PC **3**

☐ Corrected　　☐ Void

Terminal operator name as shown on Form 720-TO	EIN	TCN	For the month ending (enter MM/DD/YYYY)

Schedule B　Terminal Operator Disbursements by Position Holder

Position Holder name. Enter one name per page.	PH EIN	PH Form 637 registration number	Page _____ of _____
			For more than one Schedule B, for each different PC, DS, or MC, number each sheet. For example, 1 of 4, 2 of 4, etc.

Complete lines 1 through 4 for each PC.

1 **Product Code (PC).** Enter the PC (see instructions). A separate schedule is required for each PC **1**

2 **Destination State (DS).** Enter the DS for each PC (see instructions). A separate schedule is required for each PC by state. PC 167 destined for Virginia (VA) and Maryland (MD) requires two schedules **2**

3 **Mode Code (MC).** Enter the MC (see instructions) for each PC for each DS. PC 167 destined for VA by truck and rail and destined for MD by truck and rail would require four separate schedules: (1) PC 167, VA, rail; (2) PC 167, VA, truck; (3) PC 167, MD, rail; and (4) PC 167, MD, truck **3**

Example. ABC Terminal is preparing Schedule B for disbursements made by position holder XYZ. XYZ disburses gasoline (PC 065), diesel fuel #2 low sulphur undyed (PC 167), and jet fuel (PC 130) during the month destined for two states by truck. ABC must prepare six Schedules B to report XYZ's transactions (3 PCs x 2 DSs). A further breakdown by MC is not needed because only truck was used.

4　Enter in the columns below the information requested for the PC on line 1 above.

(a) Carrier name	(b) Carrier EIN	(c) Vessel official number (required when mode code is B, S, IB, IS, EB, or ES)	(d) Document date	(e) Document number	(f) Net gallons	(g) Gross gallons

5 **Totals.** Add all amounts in columns **(f)** and **(g)** for each PC, DS, or MC. If there are two MCs for a product destined for one state, or if a product is destined for two states, then two Schedules B and totals are required. If there is more than one Schedule B for a PC, DS, or MC, add the amounts from each schedule and enter the result on the last page of Schedule B for each different PC, DS, or MC. Do not enter page subtotals. Enter the amount from column **(f)** for each PC on Form 720-TO, Part III, line 4, in the column for the applicable PC . . . . **5(f)** **5(g)**

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