

Downloading IFTA tax calculation formulas

This video shows you how to download tax formulas from the IFTA website and import them into the IFTA Manager. IFTA Manager uses these formulas to calculate your quarterly tax payments.

You can import your tax calculation formulas directly from the IFTA site by selecting Utilites and clicking IFTA Tax Rate Import.

A box will pop up to alert you that you are about to download a csv file from IFTA that will update your tax rates. It will ask you if you are sure you want to do this. Click Yes.

You will see another box pop up, alerting you that you need to download the csv file first. Make sure you have internet access and click Yes.

A third pop up box will alert you to select the Quarter you need. And tell you where to save it. Click OK.

Two things will happen. A box will pop up, ready to import the file after you download it and your internet browser will open to the IFTA page. You need to download the file first, so on that IFTA Internet Browser page, select the menu option "TAX RATES". Scroll down until you see the content box that says "Tax Rate File Downloads"

Click "View the files to download"

You will see boxes labeled with the Quarter and the year. Select the Quarter you are getting ready to report on by clicking in the CSV box.

Save the file in your [drive letter] :\tms\ifmm folder. NOTE the file name, for example 4Q2020 and click the Save button.

The import window is still open in IFTA Manager. Navigate to \tms\ifmm it now and select the file you just downloaded 4Q2020.csv. Click the open button. It will now import the file and then give you a report showing you which states and province formulas have changed.

You can now run your IFTA reports. IFTA Manager makes it easy for you to track and calculate your IFTA tax.