

Motor Fuels Excise Tax (MFET) Software Approval Guide

Version Date 2-FEB-2021

Contents

1. General Information.....	2
2. Software Approval.....	2
3. Review the MFET Developer Website.....	3
4. Develop the MFET Software.....	3
5. Acquire MFET User ID and Password for Testing.....	3
6. MFET Test Returns.....	3
7. Certify the MFET Software.....	3
8. Acquire MFET User ID and Password for Production.....	4
9. Maintain your MFET test and production credentials.....	4

1. General Information

The Utah State Tax Commission (USTC) requires the Fuel Tax Return (TC-109) be filed electronically. One option for filing is to use board approved XML schema definitions. The “Motor Fuels Excise Tax” (MFET) process is regulated by the Federation of Tax Administrators (FTA) and E-Standards (a group charged with defining electronic filing standards for government and private industry). MFET provides a mechanism to “streamline” Motor Fuel Tax reporting among all participating states, allowing the taxpayer to file the same data in the same format across multiple states.

Although the XML schema definitions are controlled by FTA and E-Standards, the State of Utah has the responsibility to host the web service for processing MFET XML submissions.

The purpose of this document is to:

- outline the procedures and requirements necessary to become certified with the USTC
- provide a quick overview of the steps necessary to develop software which can be used with Utah’s MFET web service

2. Software Approval

Software approval is required prior to filing MFET returns electronically via XML to ensure that the software meets technical and business specifications as defined by the USTC.

Technical approval requirements include:

- Successful connection/transmission to MFET web service
- XML is well formed and can be validated
- Successful acknowledgement/disconnect from MFET web service

Business approval requirements include:

- Data completeness
- Data accuracy
- Calculation accuracy

MFET approval will only be approved if the software has proven capable of meeting both technical and business requirements via the successful processing of all scenarios provided in the MFET test suite.

3. Review the MFET Developer Website

The State of Utah has implemented a website to facilitate software development for use with the MFET program. The URL for this site is <http://tax.utah.gov/developers/mfet>. All documentation as well as supporting files can be found at the site.

4. Develop the MFET Software

Use the “MFET Developer Handbook” document to determine how to populate XML data elements.

5. Acquire MFET User ID and Password for Testing

A user id and password must be obtained to connect to the server hosting the MFET web service. Complete the “Application for User ID and Password” (form TC-100) from the website <http://tax.utah.gov/developers/mfet> and follow the submission instructions. (This form is for software development only, not for access to file a return)

6. MFET Test Returns

Contact the USTC at ftx@utah.gov to request the test returns to be used for software approval. Each test return is contained within a Microsoft Excel workbook and contains the following 3 sheets:

1. **Main** The Microsoft Excel representation of the front page of the TC-109
2. **TC109A** The Microsoft Excel representation of the TC-109 Schedule A
3. **TC109B** The Microsoft Excel representation of the TC-109 Schedule B

The “Fuel Tax Forms” section of the website <http://tax.utah.gov/developers/mfet> contains a Microsoft Excel workbook titled “Fuel Return Product and Schedule Matrix”. The purpose of this workbook is to define calculation mapping from the return schedules (TC-109A and TC-109B) to the return front page (TC-109). Appropriate calculation mapping is critical to determining the correct value of the overall tax assessment or tax credit.

7. Certify the MFET Software

Notify ftx@utah.gov when you have submitted tests. The USTC will verify that the software has the capability of generating well-formed and valid XML and ensure that the software complies with business rules defined by USTC.

8. Acquire MFET User ID and Password for Production

A production MFET user ID and password will be provided for use by software which has passed USTC MFET software approval requirements.

9. Maintain your MFET test and production credentials

[Security Password Reset / Unlocking an Account](#)

To reset your security password or unlock your account, please notify the Utah State Tax Commission at ftx@utah.gov.

[Updating Your Account](#)

To update contact information on your account, please notify the Utah State Tax Commission at ftx@utah.gov. Current information needs to be maintained for:

- Contact names
- Addresses (physical and email)
- Phone numbers