LaTAP

LOUISIANA TAXPAYER ACCESS POINT

Creating a LaTAP Account

Visit: www.latap.revenue.louisiana.gov

1. In the login box, click **Sign Up**.
2. Complete the sign-up form and verify your email address.
3. Set up two-step verification.
4. Create your password and select a security question.

Once your LaTAP Account is created, you can:

- Register for IFTA or access your existing IFTA account.
- Request IFTA decals.
- File IFTA returns.

How To File the IFTA Return on LaTAP

1. Click "**View Returns**" and select the appropriate tax period.
2. Select your **fuel type**.
3. Enter **fleet miles** (total mileage for the quarter) and **fleet gallons** (total amount of fuel purchased, in gallons). LaTAP will calculate average miles per gallon automatically.
4. Add **jurisdiction** and select the **fuel type**.
5. **Total Mileage** and **Taxable Mileage** are the same; this is the mileage traveled in the selected jurisdiction.
6. **Taxable Gallons** are calculated automatically in LaTAP.
7. **Tax-Paid Gallons** is the total fuel purchased in the selected jurisdiction (number of gallons).
8. **Net taxable gallons** can be either a positive or negative number.
9. **Repeat** steps 4 through 8 for every jurisdiction traveled in during the quarter.
10. Once the return is completed, the system will let you know the balance due if applicable. If a balance is due, the payment can be submitted through LaTAP.

* *Jurisdictions with a surcharge: Surcharge should be listed separately from fuel tax. For jurisdictions with a surcharge, the jurisdiction will be reported twice: once with tax-paid gallons, and once with no tax-paid gallons.*

CONTACT US

For assistance with LaTAP accounts, please contact the LDR E-Services department:

Email: LDRElectronicCustomerService@la.gov

Phone: 855-307-3893

Taxpayer Compliance
Severance, Excise, and Miscellaneous Division

Email: Excise.Inquiries@la.gov

Phone: 225-219-7656

Fax: 225-231-6238

Mail: P.O. Box 4998,
Baton Rouge, LA 70821-4998

LOUISIANA DEPARTMENT of REVENUE

WWW.REVENUE.LOUISIANA.GOV

LA IFTA Guide Pamphlet 11/2026

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Road Ready

YOUR LOUISIANA IFTA GUIDE



IFTA RETURN DUE DATES FOR 2027

1ST QUARTER:	April 30, 2027
2ND QUARTER:	July 31, 2027
3RD QUARTER:	Nov. 1, 2027
4TH QUARTER:	Jan. 31, 2028

IFTA TIPS

- States with surcharge tax are Kentucky, Virginia, and Indiana.
- Lease or rental agreements for vehicles with drivers shall identify who reports and pays fuel use tax, and shall be retained as business records.
- Remove IFTA decals and return them to LDR immediately upon removing a licensed vehicle from fleet service.

Failure to comply with IFTA requirements will result in the suspension or revocation of the license.

DECALS

To request decals, whether it is a new request, renewal, or additional request, you can use the "**Make a Decal Request**" link on your LaTAP account.

LDR mails IFTA decal renewal forms each October, and issues the decals in mid-November.

Decals are shipped via USPS. Please allow 10 to 14 business days for delivery.

Decal Processing Time:

LaTAP: 2 – 4 weeks

Mail: 6 – 8 weeks

Baton Rouge Office: Same day
(617 N 3rd Street, Baton Rouge, LA 70802)

Processing time is contingent on account compliance.

There is a **60-day grace period** extending to the last day of February each year to allow for the distribution and application of decals to all qualified vehicles. Only decal orders placed by Dec. 31 are eligible for the grace period. Effective March 1, vehicles operating without the current-year credentials are subject to fines.

IFTA License

A copy of the IFTA license is available on LaTAP by selecting "**View Letters**" under the "**Messages**" section.



As an IFTA member, you must have your IFTA credentials ready for display at all weigh stations and any spot checks along the highway. Your IFTA license may be reproduced; however, the decals are not transferable.

Revocation of the IFTA License

An IFTA license is subject to suspension or revocation for any failure to comply with the provisions of the IFTA Agreement, such as:

1. Failure to file an IFTA quarterly tax report;
2. Failure to remit all taxes due to all member jurisdictions; and
3. Failure to pay or protest an audit assessment within the established time period.

Louisiana State Police and all member jurisdictions will be notified when a suspension or revocation has occurred or has been released.

The Louisiana Department of Revenue may reinstate a suspended IFTA license once the licensee files all required reports and remits all outstanding liabilities due to all member jurisdictions. The department may require the licensee to post a bond in an amount sufficient to satisfy any potential liabilities of all member jurisdictions. Reinstatements are subject to a $35.00 fee.

RECORD RETENTION

IFTA licensees must maintain relevant records for a period of four years from the due date of the return or the filing date of the return, whichever is most recent.

Record keeping requirements:

Distance Records

- Date of trip
- Highway used
- Jurisdiction name
- Odometer reading (beginning & ending)
- Jurisdiction miles
- Gallons received
- Vendor's name
- Origin and destination

Fuel Records

- The date of purchase
- The name and address of the seller
- The number of gallons placed in the vehicle
- The purchaser's signature
- The price per gallon or liter
- The unit number of the vehicle into which the fuel was placed

Bulk Fuel Records

- Date of withdrawal
- Number of gallons or liters withdrawn
- Unit number of the vehicle into which the fuel was placed
- Fuel type
- Purchase and inventory records to substantiate that tax was paid on all bulk fuel purchases.

* *Bulk fuel listed under tax-paid gallons on the quarterly IFTA return should be the amount of fuel withdrawn from bulk storage for the quarter, NOT the amount of fuel purchased in bulk.*

