



## Instructions and General Information

1. The assistance is paid on sales or deliveries of gasoline or propane made during the reporting period to customers located within the competition zones. Saskatchewan Finance's Information Bulletin FT-2 provides more information on the assistance program. You can view Bulletin FT-2 online at [www.gov.sk.ca/finance/revenue/ft/bulletins.htm](http://www.gov.sk.ca/finance/revenue/ft/bulletins.htm) or you can request a copy from Finance by calling the phone number listed below.
2. If you have previously submitted an application, the "Period From" date must be later than the "To" date on your previous application. The "To" date should be the date of the last sale made for which you are claiming the assistance.
3. Your application may be submitted directly to Saskatchewan Finance. Alternatively, if your fuel supplier is a Licensed Fuel Tax Remitter, they may accept your application and provide a credit towards future fuel purchases. In this case, the supplier is required to submit your application with their monthly fuel tax return to claim a credit against their fuel tax payable. The applicant must initially notify Finance of their preferred method of receiving the assistance and provide advance notification before switching from one application processing method to another.
4. Where the applicant operates both a bulk fuel facility and retail fuel facility (i.e. service station or gas bar), a "Bulk Dealer/Cardlock Application for Gasoline Competition Assistance" form must be submitted for the bulk fuel facility and a "Fuel Retailer Application for Gasoline Competition Assistance" form must be submitted for the retail facility.
5. Sales invoices required in support of your application must contain the following information:
  - a) the name and address of the customer;
  - b) the date of the sale;
  - c) the delivery date and delivery location (if different than billing address);
  - d) the invoice number; and
  - e) the quantity, in litres, of gasoline or propane sold or delivered to the customer.

Original invoices submitted will be returned at the completion of our verification process.

6. Record the details of your tax-included sales to your commercial customers in the space provided. Alternatively, you may submit a computer printout with the same information that is requested on the front of this form.
7. Date, sign and return two copies of the application form with invoices and/or printouts to the address at the bottom of this page or to your supplier, if the appropriate arrangements have been made with your supplier. Retain the third copy of the application for your records.
8. Refunds or credits are subject to audit verification.
9. Correspondence should be directed to:

Saskatchewan Finance  
Revenue Division  
2350 Albert Street  
Regina, Saskatchewan  
S4P 4A6
10. For phone inquires call 1-800-667-6102, ask for extension 7686, or in Regina call (306) 787-7686.