

File an Excise Tax Zero Report

This guide provides the steps to submit an excise tax report showing TABC that no activity was conducted during a reporting period. Even if you don't conduct business during an excise tax reporting period, you must file a report as long as your TABC license or permit is active.

You must file excise tax reports through AIMS between the 1st and 15th of the month, covering activity in the previous month.

- 1. Log in to AIMS:
 - Enter tabc.texas.gov/aims-login in Google Chrome or Microsoft Edge on your device.
 - Click AIMS LOGIN when you're on the AIMS landing page.
 - Enter **Username** and **Password**. Click the **Login** button.





2. If you have several business entities, click the one you want to access. The business entity's AIMS dashboard will appear.

Click the **File excise tax** tile.

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Apply for a new license/subordinate →	Manage an existing license →	Register my product →	File excise tax →
〔〕 View my master information →	View my licenses →	© View my history →	View my Labels
Compliance Reporting			

3. Select the **checkbox** next to the license or permit for which you need to submit a report.

0.7	e licenses visible to you are	based on	ear access level. If yo	a belânee Tê	ere is en error, please contec	t your acc	art administrator. Se	riest the li	cesse yau w	said like	to file excise	taxes for		
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- 4. The displayed filing option will vary depending on the type of license or permit held. The following types will click the **Online Filing** button:
 - Brewer's License (BW)
 - Brewpub License (BP)
 - Winery Permit (G)
 - Distiller's and Rectifier's Permit (D)
 - Out-of-State Winery Direct Shipper's Permit (DS)
 - General Distributor's License (BB) and Branch Distributor's License (BC)
 - Wholesaler's Permit (W) and General Class B Wholesaler's Permit (X)



The following license and permit holders will click the "File" button labeled with their license/permit type:

- Nonresident Brewer's License (BN)
- Nonresident Seller's Permit (S)
- Bonded Warehouse Permit (J/JD)
- Carrier's Permit (C)



In the example below, a nonresident brewer will click the **File a Non-Resident Brewer's report** button.

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			License (BN) Active MOI	
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		 4	◄ ► 5 ▼ items per page 1 - 3 of 3 items	
		Ō	Please note that you must report for every excise reporting period, even if you did not conduct any alcohol business during a reporting period. If you fail to report during a period, you must complete your report for that period and all subsequent unreported periods before you may report for the current excise period. Depending upon your license type, you will be required to upload different schedules. Please contact TABC support if you need assistance completing your excise report. Excise reports are due by the 15th of every month for the previous reporting period.	
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5. **Select Reporting Period** from the dropdown list. You'll typically be selecting the previous month as the reporting period.

Click the **Next** button.

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	Excise Tax File Upload	* Required	
	Select Reporting Period *		
	October 2021		
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6. For each schedule where you have no records to enter, check the box that states, **Please** select the check box if there are no records to add.

Click the **Add Record** button.

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	Submit Sched	ule3				
	Add View					
	✓ Please select the ch	eck box if there are no rec	ords to add	* Required		
	Transaction type *	Invoice number *	Invoice date *			
	Select	~	09/01/2021			
	Alcohol Type *	Permit *				
	Select	~				
		ВАСК	ADD RECORD			

Click View.

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Subn	nit Schedule3					Record is sa	ved.
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7. Click the **Next** button.

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	Submit Schedule3				Record is saved.
	Add View				
	EXPORT TO EXCEL				
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8. Review the Attestation and click the **Submit** button.

Attestation	
By submitting this report, you are representing to the Commission that you are legally authorized to do so on behalf of the entity/business listed as the permittee. Furthermore, you are affirming that all the information and facts stated in the report, or in any written instrument relating to or supplementing the report, are true, correct, and not misleading. A false or misleading statement may result in cancellation or suspension of the license or permit.	
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This is the FINAL STEP for holders of a Nonresident Brewer's License (BN), Nonresident Seller's Permit (S), Bonded Warehouse Permit (J/JD), and Carrier's Permit (C).

Your report is now considered submitted.

Continue with Step 9 only if you hold any of the other applicable licenses or permits.



9. Click Finish.

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	Grand Totals			
	Electronic payment is required before any report submitted will be considered complete and received by TABC. After co the information below and clicking "PAY NOW," you'll be redirected to the third-party provider Texas.gov to submit pay Tax Rate by Alcohol Type	ompleting ment.		
	Name Reported Totals Tax Rate	Total		
	Grand Total 0	*		
	Grand Total:	\$0.00		
	Agency Fee:	\$0.00		
	2% Discount:	\$0.00		
	Credit:	\$0.00		
	Total Costs*:	\$0.00		
	*This service is provided by Texas.gov, the official website of Texas. The price of this service includes funds that support the ongoing operations and enhancements of Texas.gov, which is provided by a third party in partnership with the State.			
	By selecting this checkbox, I swear that I have voluntarily executed this report.			
	BACK			

After completing steps 8 and 9, your report is considered submitted. If you need to make changes to the report after submission, see to the Amend Excise Tax Report User Guide based on your license/permit type:

- Guide for BN, C, J/JD and S
- Guide for BB, BC, BP, BW, D, DS, G, W, and X