

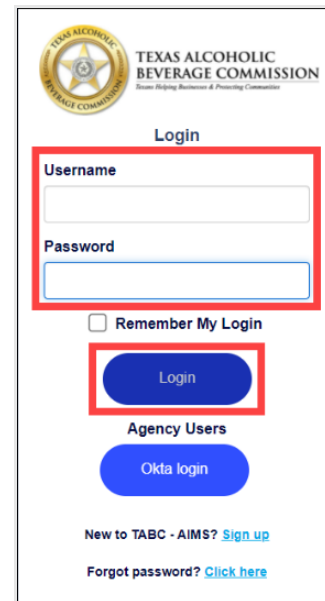
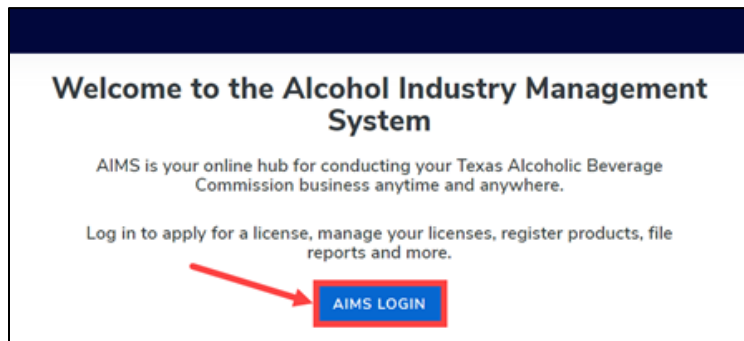
## Submit an Excise Tax Reports by Online Filing: Carrier's Permit (C)

This guide provides the steps to submit an excise tax report by businesses that hold the Carrier's Permit (C). Each permit holder must submit a **Carrier Report**.

You must file your report between the 1st and 15th of the month, covering activity in the previous month.

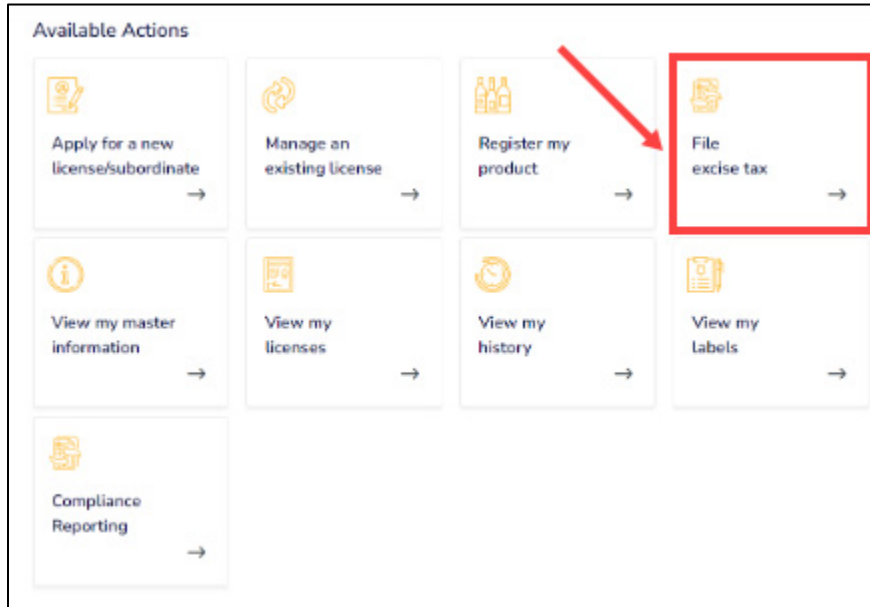
### 1. Log in to AIMS:

- Enter [tabc.texas.gov/aims-login](https://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.



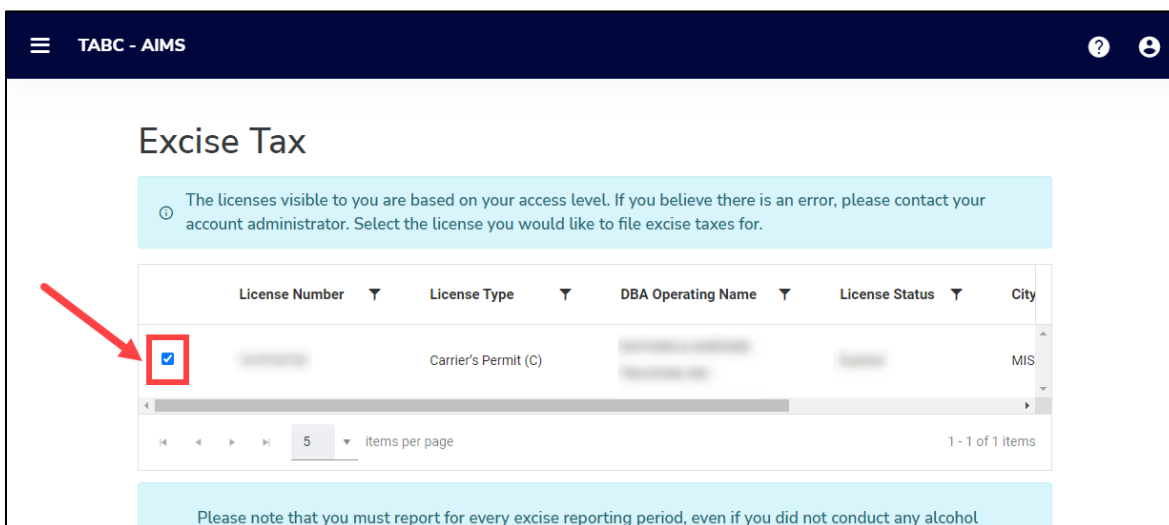
- If you have several business entities, click the one you want to access. The business entity's AIMS dashboard will appear.

Click the **File excise tax** tile.



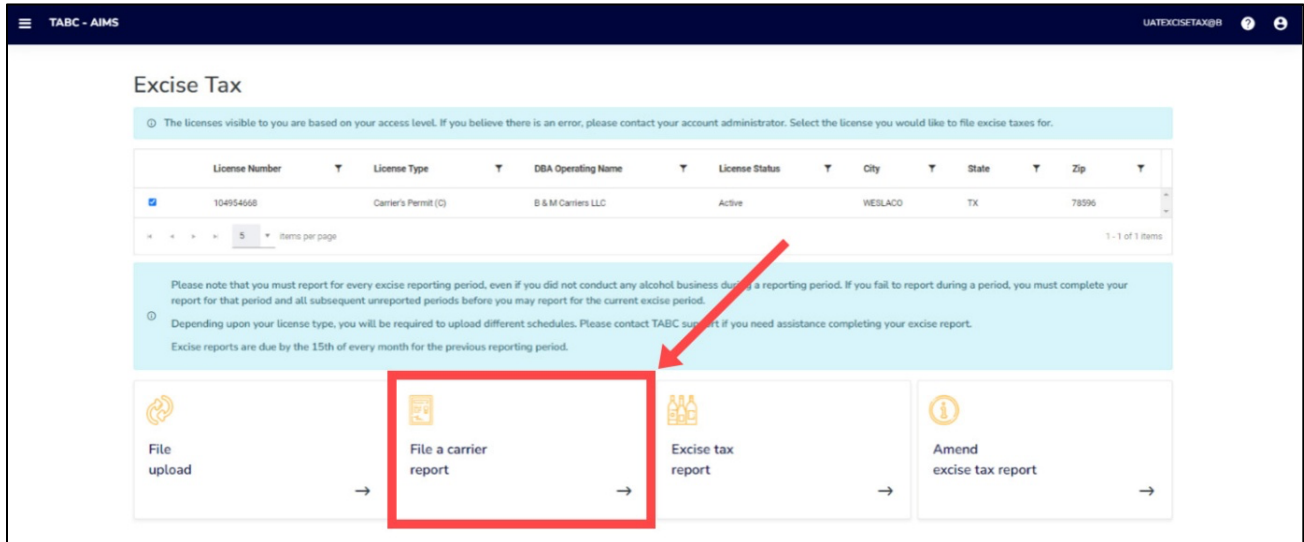
**i** If **no business** was conducted during the reporting period, see Step 3 in the [Zero Report User Guide](#).

- Select the **checkbox** next to the permit for which you need to submit excise taxes.



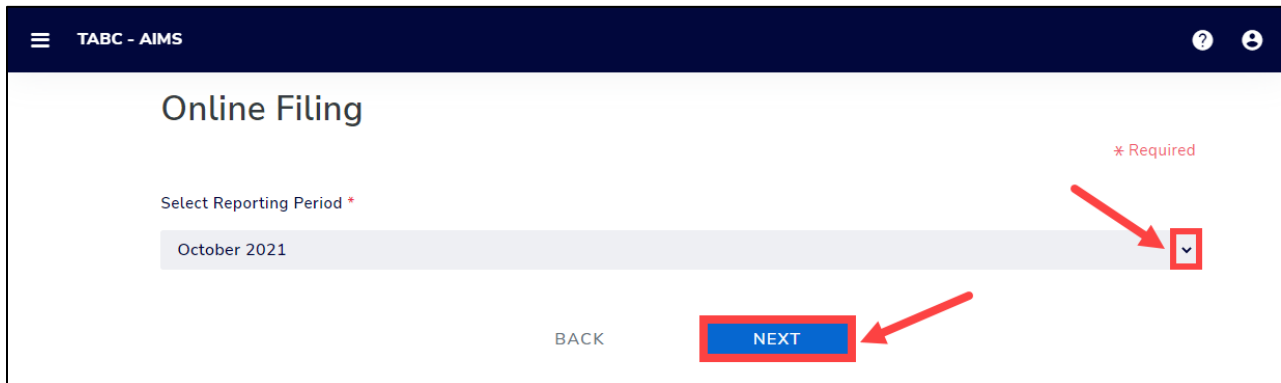


4. Scroll down and click the **File a carrier report** tile.

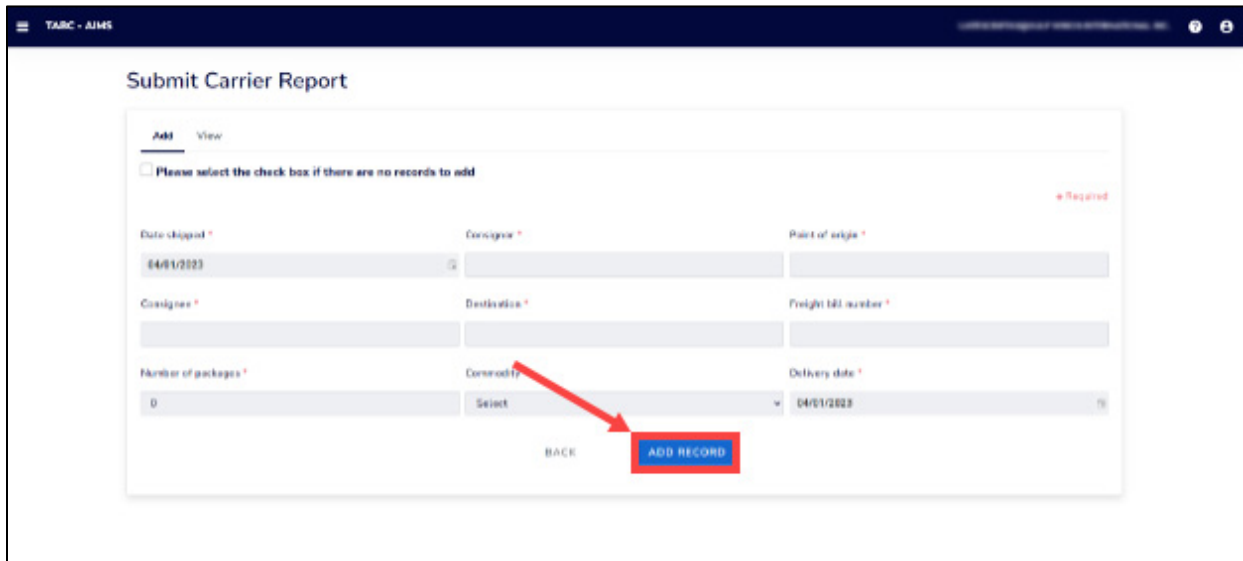


5. **Select Reporting Period** from the dropdown list. You'll typically be selecting the previous month as the reporting period.

Click the **Next** button.



6. Add your record(s) to the **Carrier Report**.



The screenshot shows a web interface for submitting a carrier report. The form is titled 'Submit Carrier Report' and has two tabs: 'Add' (selected) and 'View'. A note says 'Please select the check box if there are no records to add'. The form contains several required fields: 'Date shipped' (with a date picker showing 04/01/2023), 'Consignor', 'Point of origin', 'Consignee', 'Destination', 'Freight bill number', 'Number of packages' (with a dropdown showing 0), 'Commodity' (with a dropdown showing 'Select'), and 'Delivery date' (with a date picker showing 04/01/2023). At the bottom, there are 'BACK' and 'ADD RECORD' buttons. A red arrow points to the 'ADD RECORD' button.

Select **Date Shipped**.

Enter **Consignor**: Name of party sending shipment.

Enter **Point of Origin**: City and state of location where product will be picked up (e.g., Austin, TX).

Enter **Consignee**: Name of party receiving shipment.

Enter **Destination**: City and state of location where product will be delivered (e.g., Dallas, TX).

Enter **Freight Bill Number**: Can be entered in any format.

Enter **Number of Packages**: Must be whole numbers.

Enter **Commodity**: Choose the correct alcohol type from the list below.

Alcohol Type	Description
Malt	Malt beverage
Spirits	Distilled spirits
Wine	Wine

Select **Delivery Date**.

Click the **Add Record** button when complete. Repeat this process for each record.



TABC - AIMS

### Submit Carrier Report

**Add** View

Please select the check box if there are no records to add

**Date shipped \*** 04/01/2023 **Consignor \*** ABC Importing **Point of origin \*** Austin, TX

**Consignee \*** ABC Distributor **Destination \*** Dallas, TX **Freight bill number \*** 123456789

**Number of packages \*** 100 **Commodity \*** Wine **Delivery date \*** 04/01/2023

BACK **ADD RECORD**

A green box in the upper-right corner will confirm the record was saved.

TABC - AIMS

### Submit Carrier Report

**Add** View

Please select the check box if there are no records to add

**Date shipped \*** 04/01/2023 **Consignor \***  **Point of origin \***

**Consignee \***  **Destination \***  **Freight bill number \***

**Number of packages \*** 0 **Commodity \*** Select **Delivery date \*** 04/01/2023

BACK **ADD RECORD**

**Record saved**

- Once you've entered all records, click **View**.

**Submit Carrier Report**

Record is saved.

Add **View**

Please select the check box if there are no records to add

\* Required

Date shipped \*      Consignor \*      Point of origin \*

09/01/2021      [calendar icon]      [input field]

Consignee \*      Destination \*      Freight bill number \*

[input field]      [input field]      [input field]

Number of packages \*      Commodity \*      Delivery date \*

0      Select      09/01/2021 [calendar icon]

BACK      **ADD RECORD**

- If entry information is incorrect, click the **trashcan icon** to delete the entry and add a new one. You can't edit entries.

Click the **Next** button.

**Submit Carrier Report**

Record is saved.

Add **View**

**UNPAID TOURS**

Shipped Date	Delivery Date	Consignee	Consignor	Point of Origin	Destination	Commodity	Package Co.	Trucking Co.	
09/01/2021	09/01/2021	WINDSTAR	WINDSTAR	WINDSTAR	WINDSTAR	WINDSTAR	WINDSTAR	WINDSTAR	[trashcan icon]

1 - 1 of 1 items

**NEXT**



9. 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.

BACK

After completing the attestation, your report is considered submitted. If you need to make changes to the report after submission, see the [Amend Excise Tax Report User Guide](#).