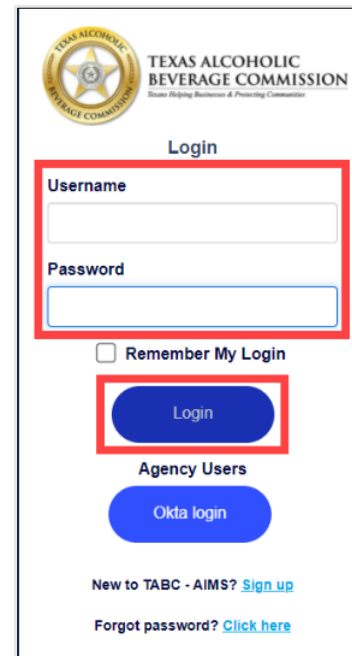# Submit an Excise Tax Report by Online Filing: Bonded Warehouse Permit (J/JD)

This guide provides the steps to submit an excise tax report for a business that holds the Bonded Warehouse Permit (J/JD). Each permit holder must submit a **Warehouse Report**.

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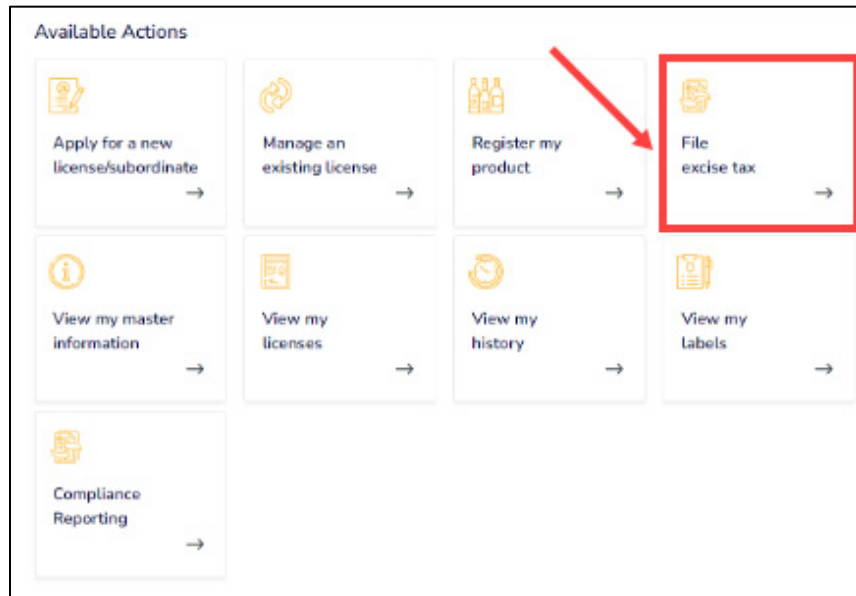
1. Log in to AIMS:

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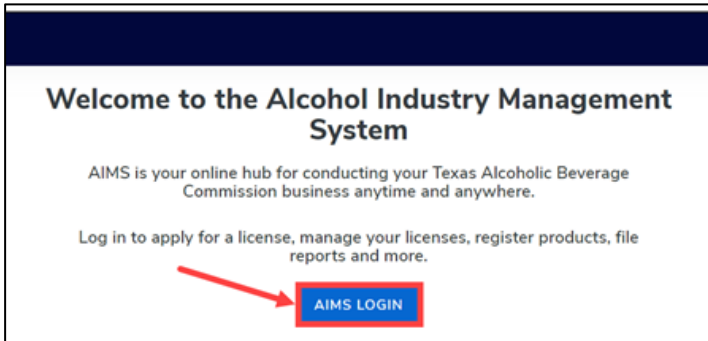
2. If you have several business entities, click the one you want to access. The business entity's AIMS dashboard will appear.

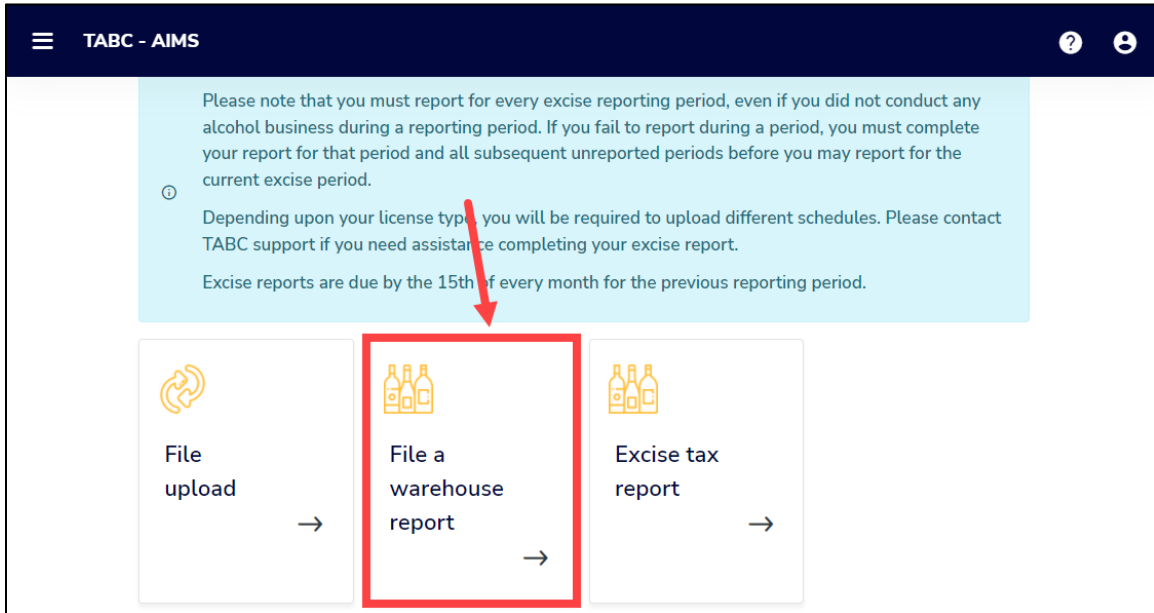   Click the **File excise tax** tile.

> ⓘ If **no business** was conducted during the reporting period, see Step 3 in the **Zero Report User Guide**.

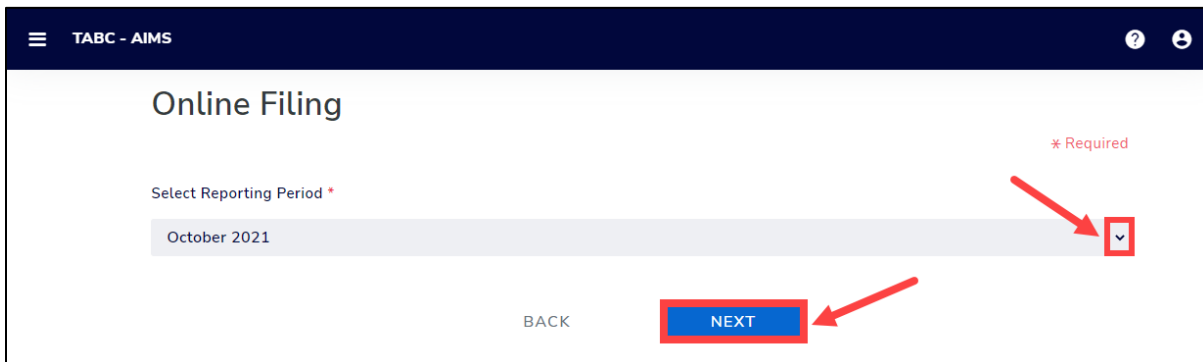3. Select the **checkbox** next to the permit for which you need to submit excise taxes.
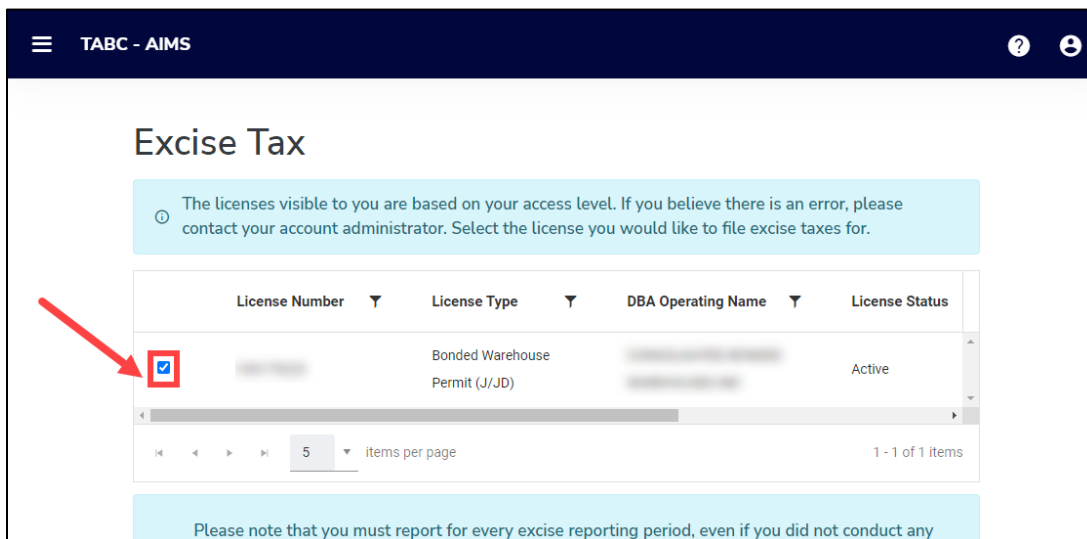
4. Scroll down and click the **File a warehouse report** tile.
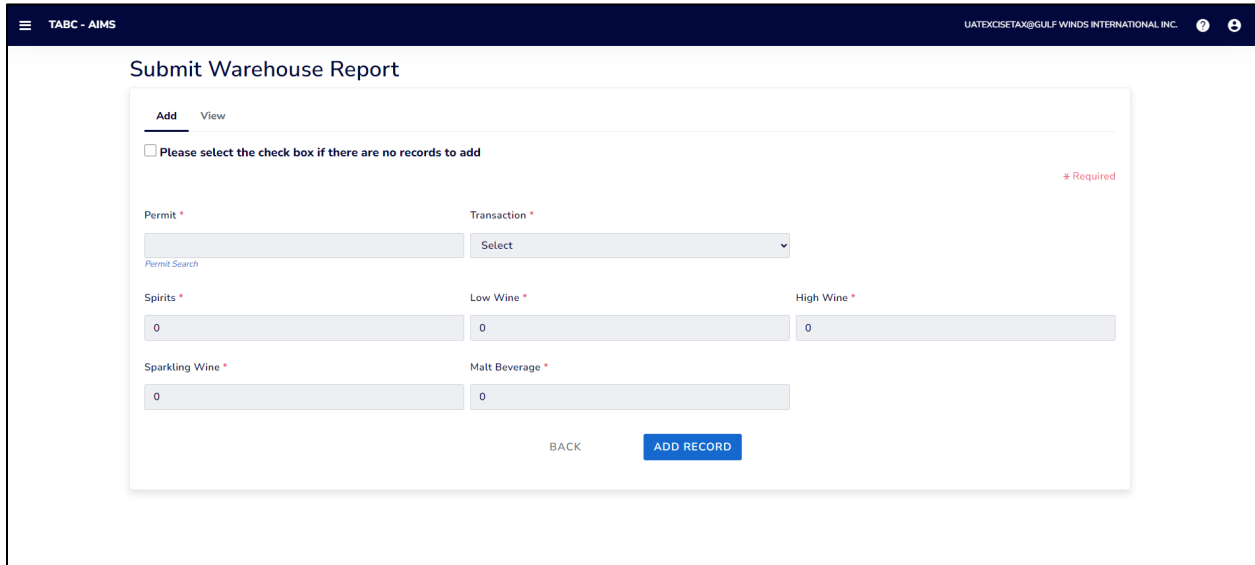

5. **Select Reporting Period** from the dropdown list. You will typically be selecting the previous month as the reporting period.

Click the **Next** button.

AIMS will automatically display the required schedules based on the permit type.

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

Important note: Opening, Receipts, Withdrawals and Closing must add up.

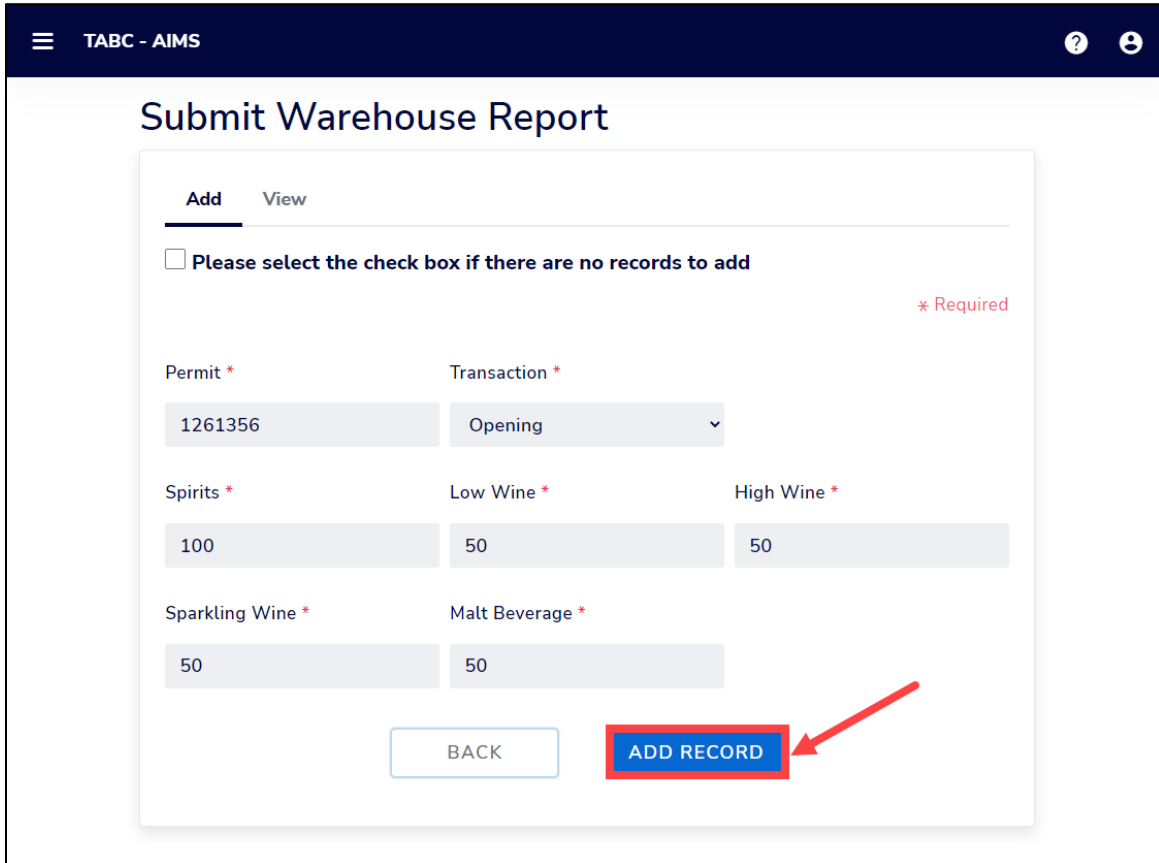**Permit**: There are three ways to find the AIMS license number:

- **AIMS License Search**
- **TABC Licenses lookup table**
- **Public Inquiry**

Transaction Type:
- Closing
- Opening
- Receipts
- Withdrawal

Alcohol Type	Description
SPIRITS	Distilled spirits (gallons)
UNITS	Distilled spirits (units)
TXLW	Texas low wine — 14% ABV and lower (gallons)
TXHW	Texas high wine — more than 14% ABV (gallons)
TXSW	Texas sparkling wine (gallons)
MALT	Malt beverages (gallons)

Click the **Add Record** button when complete. Complete the form for each alcohol type in your warehouse.
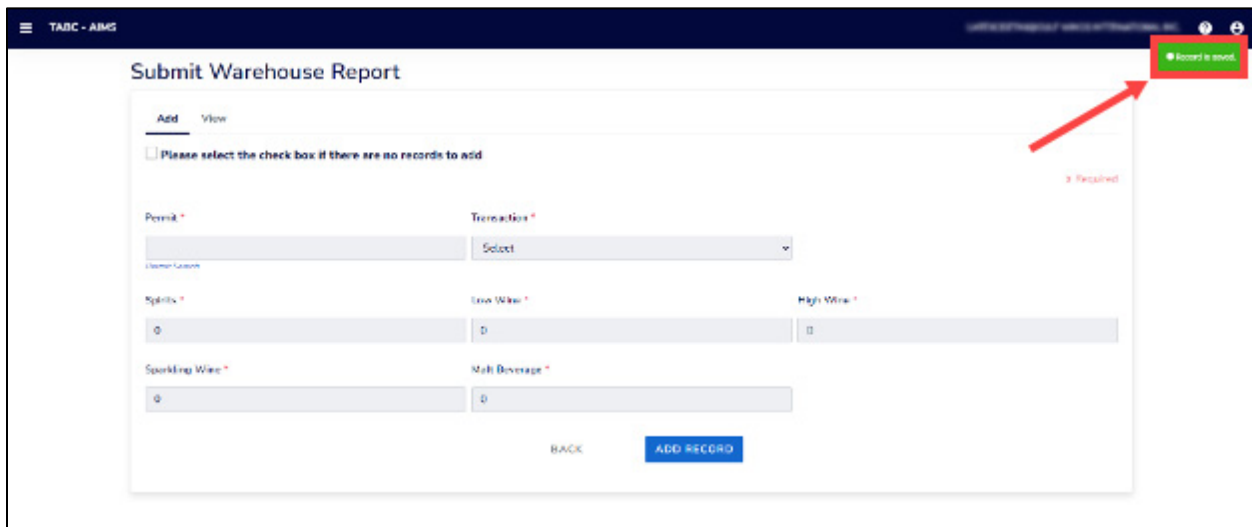
A green box in the upper-right corner will confirm the record was saved.

7. Once all transactions have been entered, click **View**.

8. If entry information is incorrect, click the **trashcan icon** to delete the entry and add a new one.

   Click the **Next** button.

9. Review the Attestation and click the **Submit** button.

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**.