



**ANNUAL CONFERENCE-SOUTHERN REGION  
FEDERATION OF TAX ADMINISTRATORS  
MOTOR FUEL TAX SECTION**

**OMNI RICHMOND HOTEL  
804-344-7000  
RICHMOND, VIRGINIA**

The Southern Region Governor, Tammy P. West, and the Virginia Department of Motor Vehicles, extend a cordial invitation for you to attend the Southern Region's Annual Meeting of the Federation of Tax Administrators, Motor Fuel Tax Section at the Omni Hotel, Richmond, Virginia, June 16-19, 2002.

**HOTEL RESERVATIONS AND TRANSPORTATION**

The Omni is located at 100 S. 12<sup>th</sup> Street, Richmond in historic Shockoe Slip. The deadline for making reservations at FTA's special rate, is May 24, 2002. Reservations made after that date are subject to space and rate availability. The rate for single (1 person) or double (2 persons) occupancy is \$114.00 per night, plus tax. Please call the hotel directly at 1-804-344-7000 and ask for reservations. Please be sure to reference the FTA Motor Fuel Southern Region Conference.

For those arriving by air, the Richmond International Airport provides Groome Transportation Shuttle Service, taxi service, as well as rental car companies. These services are located near the baggage claim area. Groome transportation service can be billed to your room charge upon arrival at the Omni.

**CONFERENCE REGISTRATION**

TO REGISTER, PLEASE COMPLETE THE ENCLOSED REGISTRATION FORM.  
Registration fees and all applicable information are on this form.

Casual attire will be proper for this conference. Average temperatures for June are in the low 90's, with mild humidity. There are many wonderful attractions awaiting you upon stepping out the hotel doors so be sure to dress comfortably. Pre-civil war buildings have been transformed into restaurants, pubs, comedy clubs, boutiques, antique stores and galleries. The State Capital and Governor's Mansion are just two block up the hill and the beautiful James River is just one block away.

We look forward to seeing you in June

**FEDERATION OF TAX ADMINISTRATORS - MOTOR FUEL TAX SECTION  
2002 SOUTHERN REGION ANNUAL CONFERENCE  
RICHMOND, VIRGINIA  
JUNE 16-20, 2002**

|                          |                                |                    |  |
|--------------------------|--------------------------------|--------------------|--|
| <b>NAME:</b>             | <b>PREFERRED NAME FOR TAG:</b> |                    |  |
| <b>ORGANIZATION:</b>     | <b>TITLE:</b>                  |                    |  |
| <b>ADDRESS:</b>          |                                |                    |  |
| <b>CITY:</b>             | <b>STATE:</b>                  | <b>ZIP:</b>        |  |
| <b>TELEPHONE NUMBER:</b> |                                | <b>FAX NUMBER:</b> |  |
| <b>E-MAIL ADDRESS:</b>   |                                |                    |  |
| <b>GUEST NAME:</b>       |                                |                    |  |

**CONFERENCE FEES** *(Check Below)*

|                                  | FEES     | LATE FEE | TOTAL |
|----------------------------------|----------|----------|-------|
| <i>Government Representative</i> | \$200.00 | \$25.00  |       |
| <i>Industry Representative</i>   | \$200.00 | \$25.00  |       |
| <i>Guest</i>                     | \$ 65.00 | \$25.00  |       |
| <b>TOTAL AMOUNT DUE</b>          |          |          |       |

*(ADD LATE REGISTRATION CHARGE AFTER MAY 24, 2002)*

**SPECIAL EVENTS:**

|                          |                          |                          |                          |
|--------------------------|--------------------------|--------------------------|--------------------------|
|                          |                          | <i>Delegate</i>          | <i>Guest</i>             |
| <b>SUNDAY, JUNE 16:</b>  | <b>OPENING RECEPTION</b> | <input type="checkbox"/> | <input type="checkbox"/> |
| <b>TUESDAY, JUNE 18:</b> | <b>BANQUET</b>           | <input type="checkbox"/> | <input type="checkbox"/> |

**REGISTRATION DEADLINE IS MAY 24, 2002**

PLEASE MAKE CHECKS PAYABLE TO: FTA MOTOR FUEL TAX CONFERENCE 2002, AND MAIL WITH THIS FORM TO:

TAMMY WEST  
DEPARTMENT OF MOTOR VEHICLES  
2300 WEST BROAD STREET  
RICHMOND VA 23269  
[DMVTPW@DMV.STATE.VA.US](mailto:DMVTPW@DMV.STATE.VA.US)

PHONE: (804) 367-0883

FAX: (804) 367-1123

## Preliminary Agenda

### SUNDAY, June 16, 2002

- 1:00 p.m. to 5:00 p.m. Registration
- 6:00 p.m. to 8:00 p.m. Opening Reception

### MONDAY, June 17, 2002

- 7:30 a.m.-8:30 a.m. Continental Breakfast and Late Registration
- 8:30 a.m. -10:00 a.m. **General Session**  
Welcome  
Housekeeping  
Invitation to 2003 Meeting  
FTA Motor Fuel Tax Section Chair Report  
FTA Executive Director Report  
Uniformity Committee Report
- 10:00 a.m.-10:15 a.m. **BREAK**
- 10:15 a.m.- 10:30 a.m. Federal Highway Joint Compliance Project
- 10:30 a.m.- 10:45 a.m. ExStars Update  
Extol Update
- Noon **Lunch**
- 1:30 p.m.-3:00 p.m. "The Fuel Tax Process"  
• Licensing  
Applications and Securities  
• Collections
- 3:00 p.m.- 3:15 p.m. **BREAK**
- 3:15 p.m.- 4:30 p.m. Court Cases and Audits

**TUESDAY, June 18, 2002**

- |                      |   |
|----------------------|---|
| 7:30 a.m.-8:30 a.m.  | Continental Breakfast   |
| 8:30 a.m.-10:00 a.m. | Joint Fed/State Motor Fuel Tax Compliance Project Update<br>States Update   |
| 10:00 a.m.- 10:15 am | <b>BREAK</b>  |
| 10:15a.m. - 12 noon  | "The Fuel Tax Process" Continues <ul style="list-style-type: none"><li>• Reporting<ul style="list-style-type: none"><li>-Reporting Processes</li><li>-Electronic Options</li><li>-Tracking System Updates</li></ul></li></ul> |
| 12 noon              | <b>Lunch</b>  |
| 1:30 p.m. -3:00 p.m. | Round Table Discussions <ul style="list-style-type: none"><li>• Diversions</li><li>• Bio-diesel</li><li>• Jet Fuel</li><li>• Import Working Group.</li></ul>  |
| 3:00 p.m.-3:15 p.m.  | <b>BREAK</b>  |
| 3:15p.m.-4:30 p.m.   | Rack Tax-It's Challenges and Opportunities <ul style="list-style-type: none"><li>• Industry Perspective</li><li>• States Perspective</li></ul>  |
| 4:30 p.m.            | Business Meeting  |
| 6:30 p.m.            | Reception   |
| 7:00 p.m.            | Banquet   |
| 8:00 p.m.            | Entertainment   |

**WEDNESDAY, June 19, 2002**

- |                   |   |
|-------------------|---|
| 8:30 a. m.- until | Southern Region Tobacco Tax Section Meeting |
|-------------------|---|