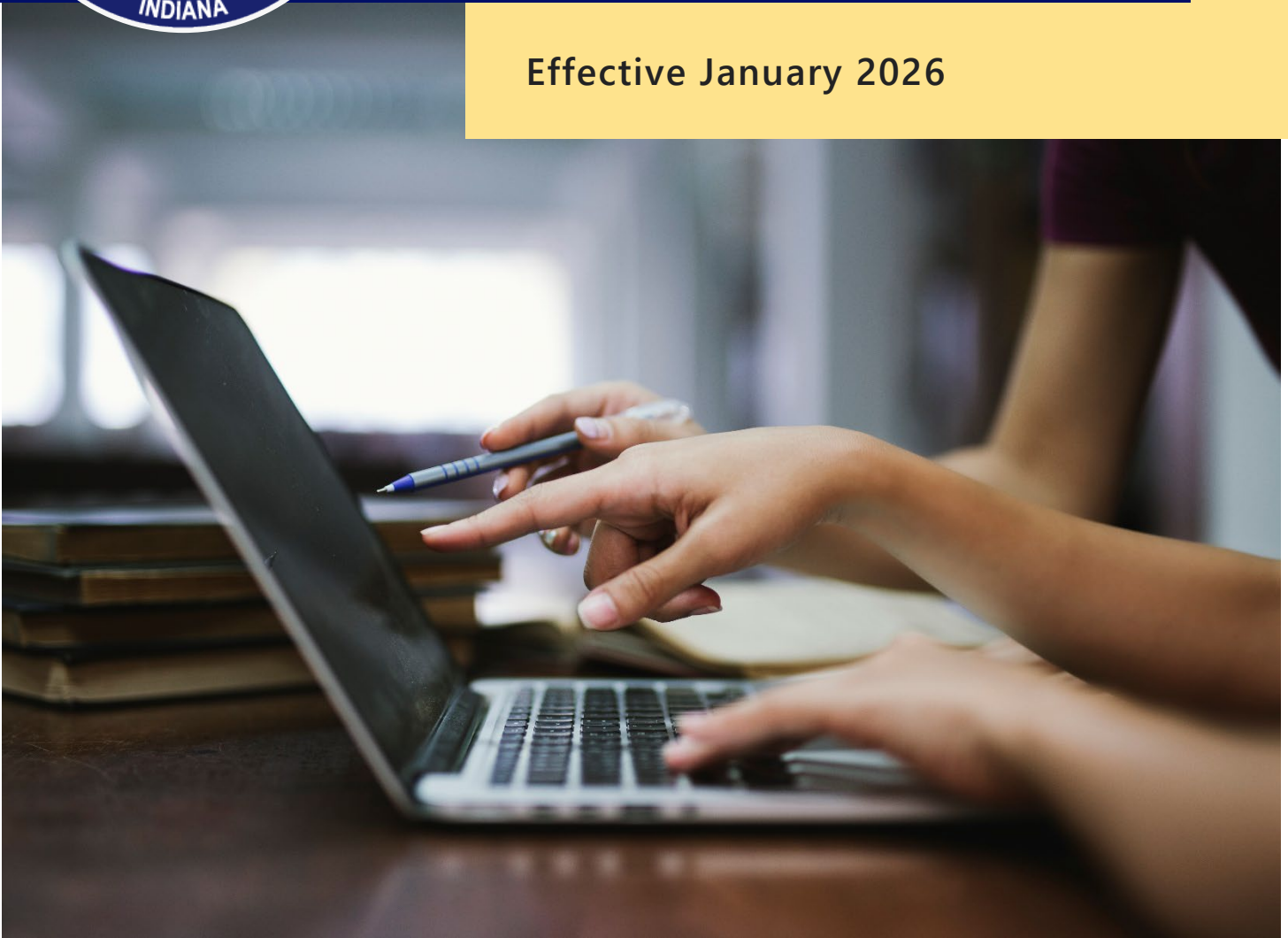




Gasoline Use Tax (GT-103) Electronic Filing Technical Requirements

Effective January 2026



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Introduction

This guide provides the technical specifications for electronic filing for the GT-103 Monthly (by the 20th of each month) with the Indiana Department of Revenue (DOR). The GT-103 Monthly is a return for Gasoline Use Tax by distributors. These technical requirements are specific for submitting an XML file.

This document includes technical details for the following:

- **XML Schema Definition:** The XML Schema defines the structure of the XML file
- **Sample XML Schema:** The sample XML Schema is provided as reference information only
- **Product Code List:** The list contains the allowable product types for GT-103

Get Started with INTIME

1. Log in to [INTIME.dor.in.gov](https://intime.dor.in.gov). (Sign up information is available in the [INTIME User Guide for Business Customers](#).)
2. Fuel tax accounts appear on the "Summary" (tab) page.

Note: The "Make a payment" option will appear only when a payment is due.

3. When manually typing in return and schedule information, select "File now" in the desired tax account.

GT-103 Electronic Filing Option Availability

The GT-103 electronic filing options include:

- Submitting XML files under 10 MB in size via INTIME, DOR's online customer portal at intime.dor.in.gov
- Uploading XML files that exceed 10 MB via SFTP Bulk filing option

The GT-103 is a monthly return that has a monthly filing due date by the 20th of each month. If that date falls on a weekend or legal holiday, the filing deadline moves to the following business day.

Submitting XML Files (Gasoline Use tax)

Gasoline Use tax customers can submit XML files from the "Summary" tab.

1. In the account options, select "Upload XML return."
2. Select the return type (GT-103) and filing period, then add XML file attachment up to 10 MB in size.

Note: If there are any issues with the attachment, information about the error will appear at the bottom of the page.

3. Once you are certain all information is correct and the file has been uploaded, you are ready to "Submit."

Amending Returns via INTIME

The following steps outline how to amend returns through INTIME.

1. Log in to INTIME.
2. Go to the "Summary" (tab) page and locate the tax account.
3. Click on the hyperlink "View all returns and periods."
4. Click on the "View or Amend Return" hyperlink next to the tax period you want to amend.

Once the request has been submitted, the return will post and the information will be updated within 24-48 hours.

GT-103 XML Schema Definitions

Schema definitions for GT-103 XML are available on the [DOR: Gasoline Use Tax](#) page.

Making Payments Via INTIME

Once a return has been filed, a payment can be made by going to the associated tax account on the "Summary" (tab) page and selecting "Make a payment."

Select the preferred payment method type:

Bank Account: If bank account is selected, the customer will proceed to the next step to enter the payment details. There is no fee for a payment from a bank account (ACH/electronic check.)

Credit/Debit Card: If a debit or credit card is selected, after entering the required information, a confirmation screen will appear. Select the "Make a credit card payment" button on the confirmation screen. A processing fee will be assessed on all credit card payments. Only VISA, Mastercard, and Discover are accepted.

GT-103 XML Financial Transaction

Included in the GT-103 XML schema is the ability to pay through the Financial Transaction element. Payments made through the <FinancialTransaction> wrapper node cannot be amended, only the returns can be amended.

The transaction element in the GT-103 XML is present but **cannot** be utilized for periods on or before Dec. 31, 2025. Information in the transaction element will be ignored and will not be processed if used.

Duplicate GT-103 files submitted with payment information will result in double payments made on the account. You cannot request a refund until the payment has been updated on your INTIME account.

```
<FinancialTransaction>
  <StatePayment>
    <Checking>X</Checking>
    <RoutingTransitNumber>11111111</RoutingTransitNumber>
    <BankAccountNumber>123456789</BankAccountNumber>
    <PaymentAmount>100.00</PaymentAmount>
    <AddendaRecord>
      <TaxpayerIdentification>1234567890</TaxpayerIdentification>
    </AddendaRecord>
    <NotIATTransaction>X</NotIATTransaction>
  </StatePayment>
</FinancialTransaction>
```

Product Code List

Product Code	Product Code Description
065	Gasoline
061	Natural Gasoline
E00-E99	Ethanol, Blended
M00-M99	Methanol, Blended

Contact Us

If you have technical questions regarding the XML Schema, filing options, requirements or filing issues, send an email to Bulkfiler@dor.in.gov or reference [Bulk File Upload Guide](#).

If you have questions regarding your gasoline use tax account, [email the Fuel Tax division](#) or call 317-615-2630.