

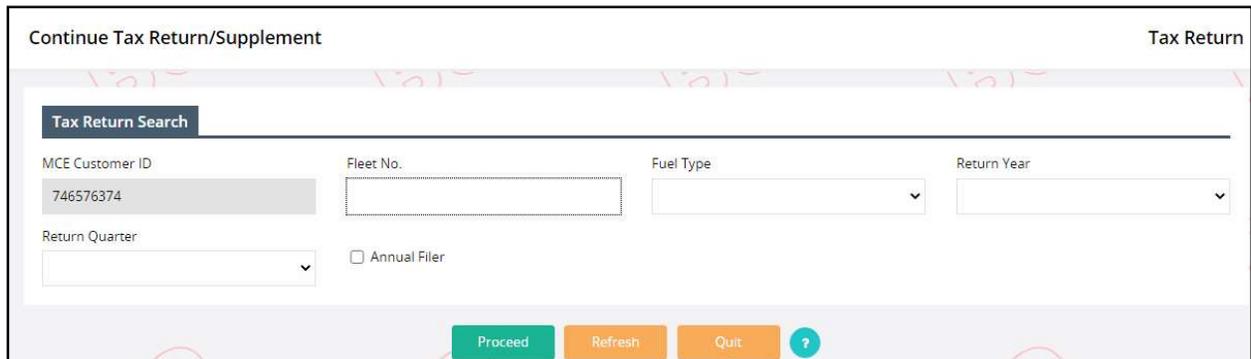
1.3.3 Continue Tax Return/Supplement

The Continue Tax/Supplement function provides users the ability to resume incomplete tax return supplements. The information entered by the user up to the point of leaving the supplement is retained and stored within the system. This helps the user to continue the transaction later.

- Continue Tax Return/Supplement consists of the following options:
 - Tax Return
 - Search Supplement
 - Uploaded Tax Return

Perform the following steps to continue a Tax Return supplement:

- From the MoDOT Carrier Express main screen, select IFTA under the SERVICES header on the left column of the screen.
- From the IFTA Menu, select TAX RETURN from the CONTINUE TAX RETURN/SUPPLEMENT menu tile.



- Enter the search parameters – The MCE Customer ID is prepopulated and disabled. Enter additional parameters and a list of relevant supplements will display in a grid below.
 - Enter additional search parameters to narrow down the search.
 - If only one tax return record exists, the system will automatically navigate to the tax return details screen.
 - If multiple tax return records exist, a list will display, and the user must select the desired tax return record to continue processing.
- Note: A user cannot resume a supplement if the account/license status is Canceled.