

AB-130 Instructions for My Tax Account

Out of State Shipper

Common Terms:

Untaxed Sales: Untaxed sales are sales of spirits, wine, and cider to Wisconsin liquor wholesalers which were received by the in-state wholesaler as a direct import through U.S. Customs and Border Protection (CBP) where the in-state wholesaler is the importer of record, or any sale to medical and industrial permittees.

Tax Paid Sales: Tax paid sales are sales of spirits, wine, and cider from an out-of-state shipper to an in-state Wisconsin liquor wholesaler. These are sales that are shipped from outside of Wisconsin into Wisconsin, but originated in the United States.

Online Instructions

If you are filing a zero return because you had no sales into Wisconsin during the period you are filing for, check the box at the top of the return labeled "Are you reporting zero on every line?" Then click the submit button. No further action is needed.

Step 1 – Wisconsin Liquor Tax Schedules: Complete Schedule 5 if Untaxed Sales were made during the month. Remember that Schedule 5 is for sales to Wisconsin wholesalers where the Wisconsin Wholesaler is the importer of record for product received through CBP. If there were not Untaxed Sales, complete Schedule 6.

How to complete Schedule 5:

1. Enter the sales invoice number.
2. Enter the sales invoice date.
3. Enter the name of the Wisconsin liquor wholesaler who made the purchase.
4. Enter the CBP Entry # or the address of the Wisconsin liquor wholesaler.
5. Enter the amount of liters shipped for spirits, wine, or cider.

How to complete Schedule 6:

1. Enter the sales invoice number.
2. Enter the sales invoice date.
3. Enter the name of the Wisconsin liquor wholesaler who made the purchase.
4. Enter the address of the Wisconsin Liquor Wholesaler.
5. Enter the amount of liters shipped for Spirits, Wine, or Cider.

Step 2 – Case Shipments of Distilled Spirits Schedule: Complete the Case Shipments of Distilled Spirits Schedule (AB-132). This schedule is completed if distilled spirits were shipped into Wisconsin. If you did not ship any distilled spirits into Wisconsin this month, do not complete this schedule. Move to Step 3.

How to complete the Case Shipments of Distilled Spirits Schedule:

1. Enter the product type of distilled spirits shipped to Wisconsin during the month.
2. Enter the brand name of the distilled spirits shipped to Wisconsin during the month.
3. Enter the proof amount of the distilled spirits shipped to Wisconsin during the month.

4. Enter the amount of distilled spirits cases shipped to Wisconsin during the month based on the size of each bottle in the case. For example 50 cases of 1.75L bottles.
5. Enter the total cases of distilled spirits shipped into Wisconsin for all size bottles.

Step 3 – Untaxed Products and Tax-Paid Products: Verify the amounts that are listed on Form AB-130. The total amounts that had been entered in Step 1 will show for Schedule 5 untaxed sales on line 7 and Schedule 6 tax-paid sales on line 19. The amount listed on line 19 is used to calculate the tax amount due.

Final Steps: To file the return, click on the submit button and pay the amount of tax due.

Pay the amount due:

1. The amount due can be paid by making a web payment or sending a payment to the department.
2. To make a web payment, click on the *Make a Payment tab*.
 - a. Enter your payment amount and bank information.
 - b. Click on the submit button to make the payment.
 - c. After the submit button has been clicked, a payment confirmation page will pop up. The confirmation page should be printed for your records.
 - d. The payment will be pending for up to five days. While the payment is pending, you may cancel the payment and make a new one.
3. To create a printable voucher, click on *create a printable voucher* button.
 - a. The voucher screen will pop up. The amounts listed on the voucher should be verified that it is correct. Once the amounts have been verified, the submit button should be clicked.
 - b. Once the submit button has been clicked, the voucher will show in the view mail list.
 - c. To find the mail list, click on the home button and then the tax account number for the payment. In the account, click on the mail tab. Under the mail tab, the web voucher should be listed on the top line.
 - d. To view the voucher, click on the Letter ID.
 - e. The voucher will pop up in a format for printing.