

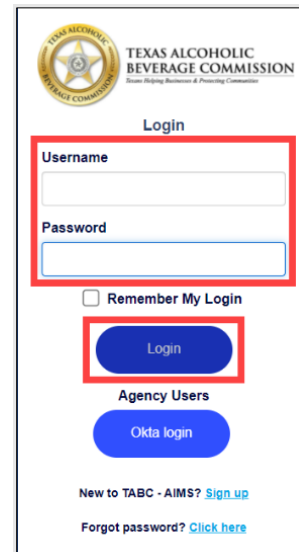
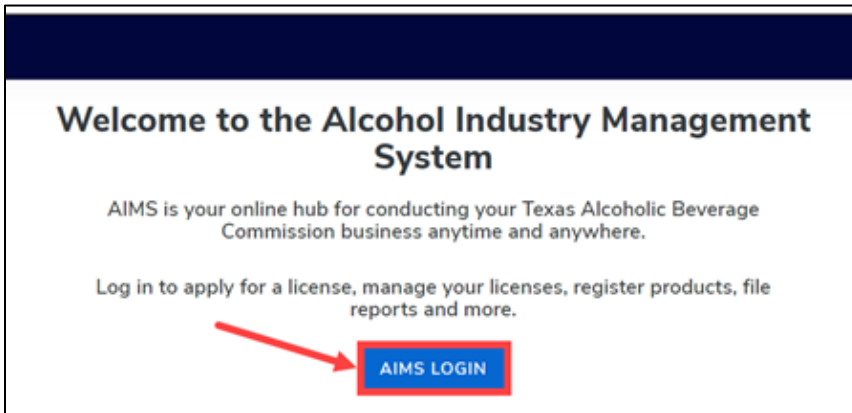
File an Excise Tax Zero Report

This guide provides the steps to submit an excise tax report showing TABC that no activity was conducted during a reporting period. Even if you don't conduct business during an excise tax reporting period, you must file a report as long as your TABC license or permit is active.

You must file excise tax reports through AIMS between the 1st and 15th of the month, covering activity in the previous month.

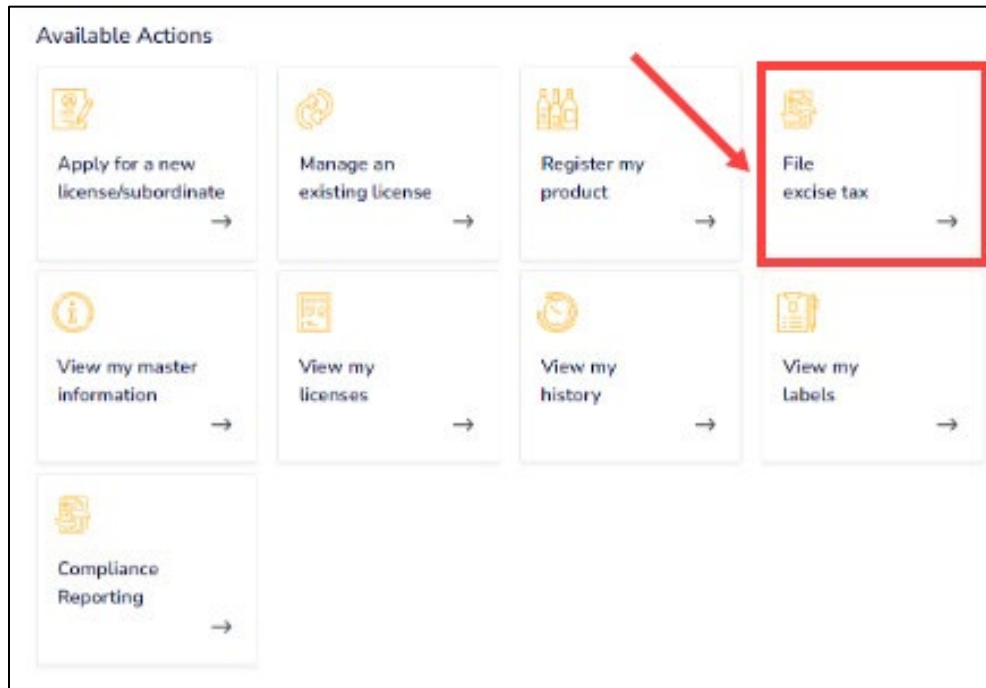
1. Log in to AIMS:

- 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.

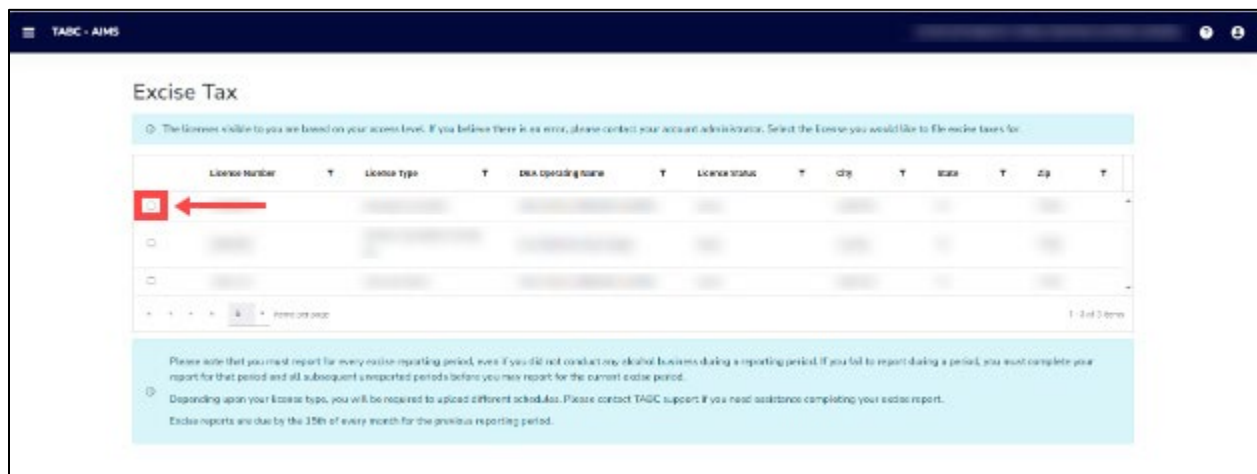


- If you have several business entities, click the one you want to access. The business entity's AIMS dashboard will appear.

Click the **File excise tax** tile.

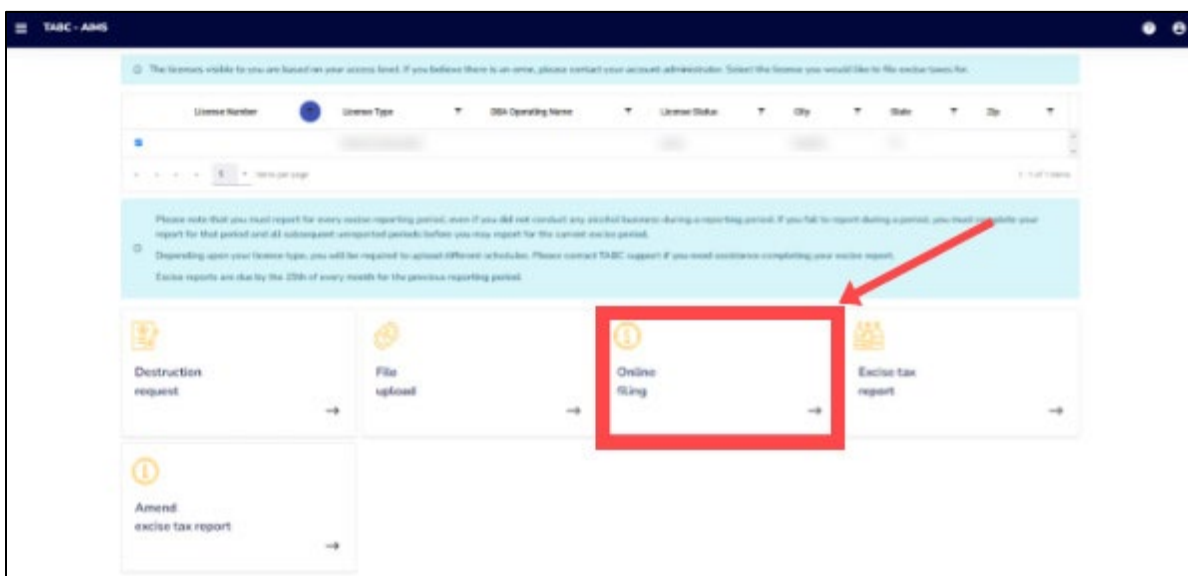


- Select the **checkbox** next to the license or permit for which you need to submit a report.



4. The displayed filing option will vary depending on the type of license or permit held. The following types will click the **Online Filing** button:

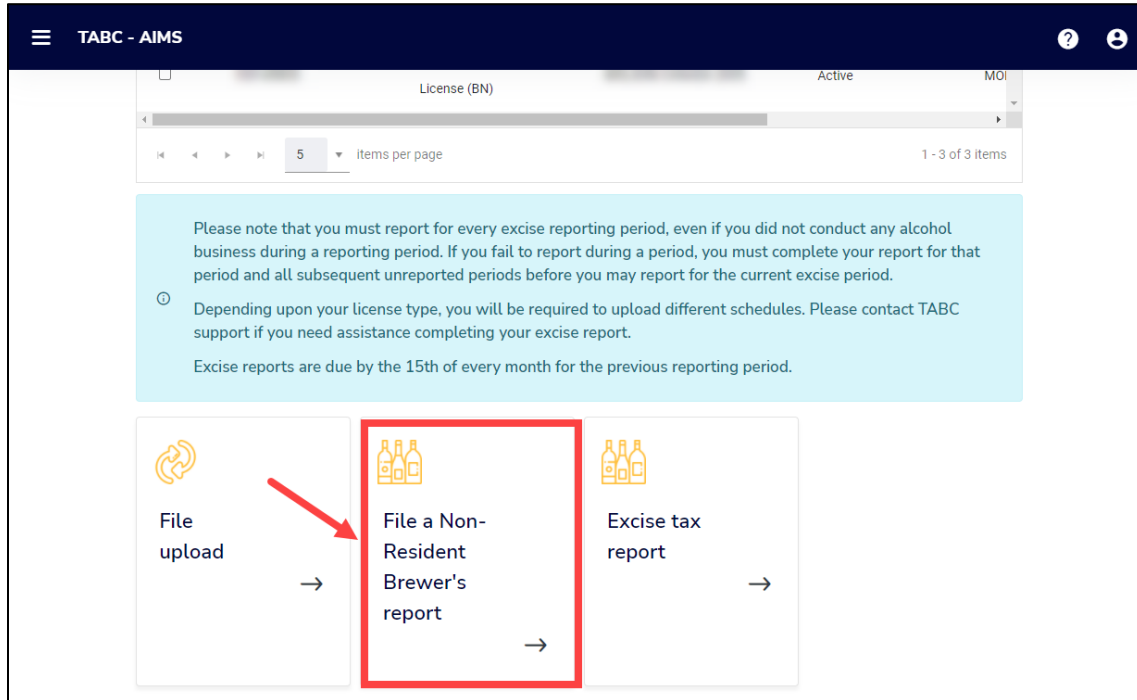
- Brewer’s License (BW)
- Brewpub License (BP)
- Winery Permit (G)
- Distiller’s and Rectifier’s Permit (D)
- Out-of-State Winery Direct Shipper’s Permit (DS)
- General Distributor’s License (BB) and Branch Distributor’s License (BC)
- Wholesaler’s Permit (W) and General Class B Wholesaler’s Permit (X)



The following license and permit holders will click the “File” button labeled with their license/permit type:

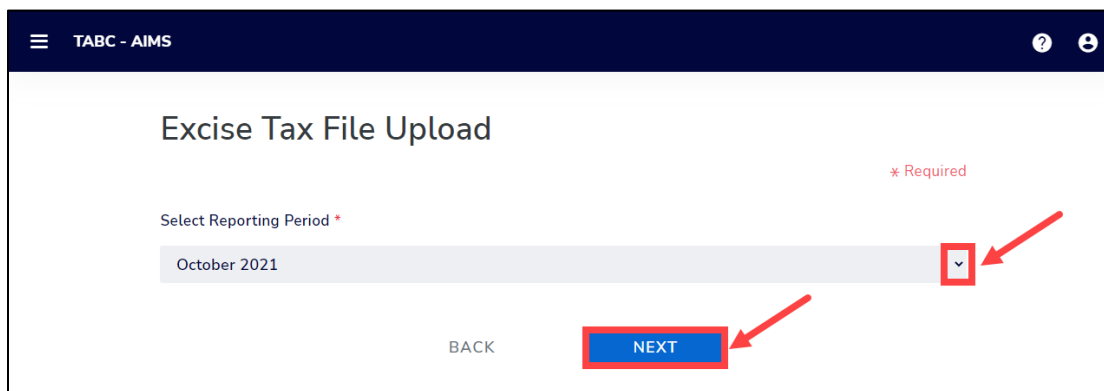
- Nonresident Brewer’s License (BN)
- Nonresident Seller’s Permit (S)
- Bonded Warehouse Permit (J/JD)
- Carrier’s Permit (C)

In the example below, a nonresident brewer will click the **File a Non-Resident Brewer's report** button.



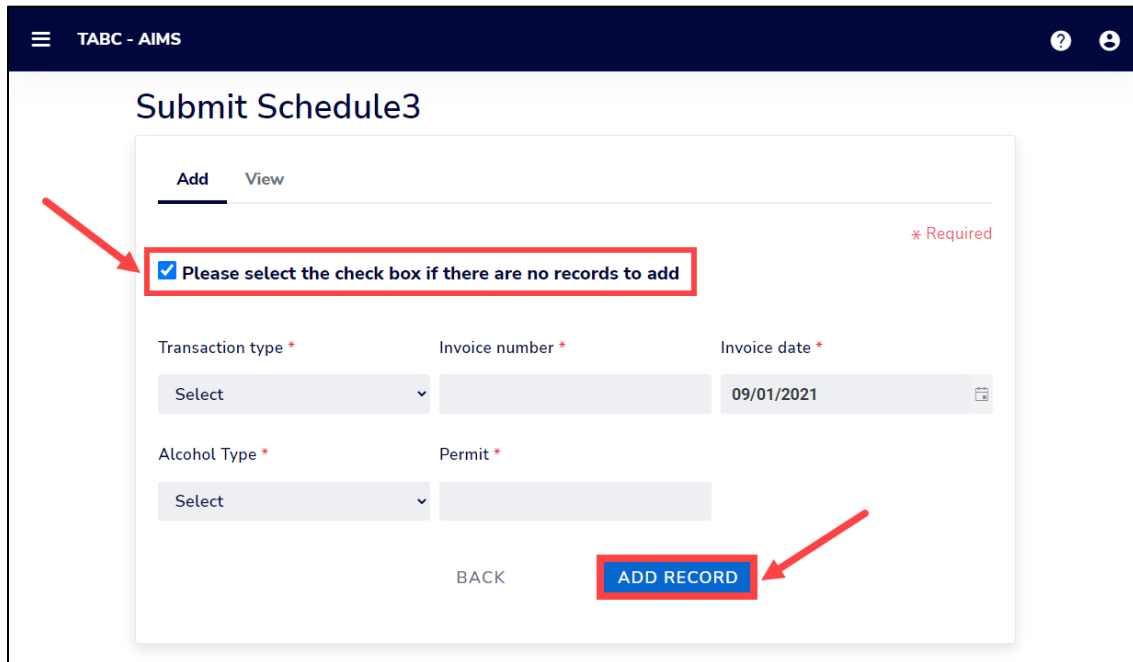
5. **Select Reporting Period** from the dropdown list. You'll typically be selecting the previous month as the reporting period.

Click the **Next** button.



- For each schedule where you have no records to enter, check the box that states, **Please select the check box if there are no records to add.**

Click the **Add Record** button.



TABC - AIMS

Submit Schedule3

Add View

Please select the check box if there are no records to add * Required

Transaction type * Invoice number * Invoice date *

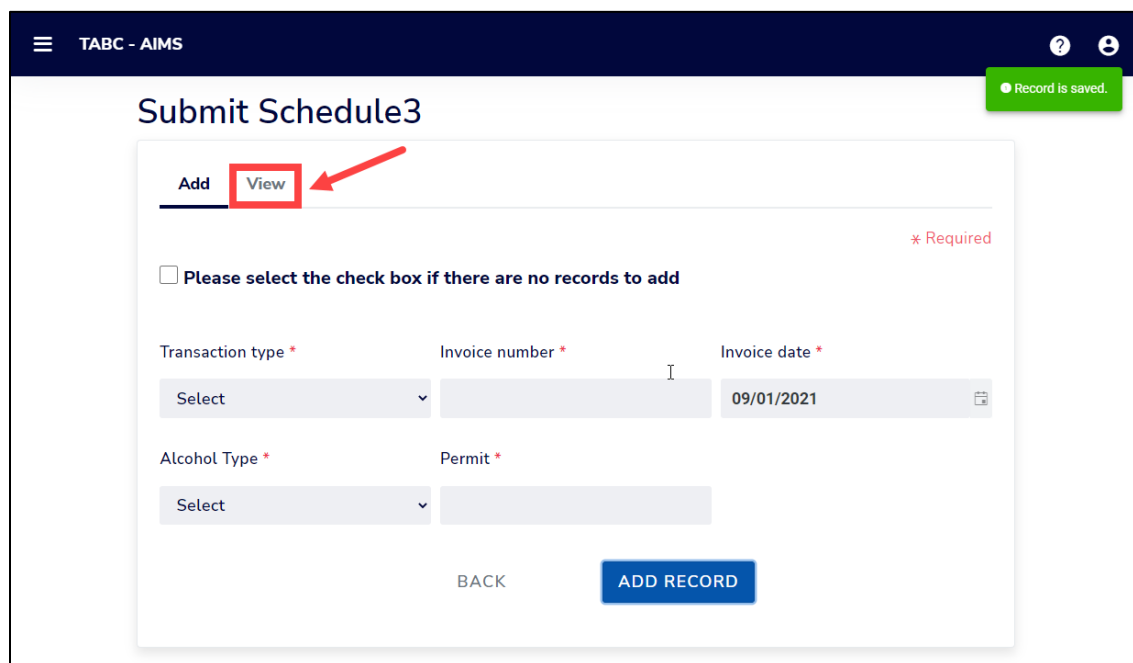
Select [] 09/01/2021 []

Alcohol Type * Permit *

Select []

BACK **ADD RECORD**

Click **View**.



TABC - AIMS

Submit Schedule3

Record is saved.

Add **View**

Please select the check box if there are no records to add * Required

Transaction type * Invoice number * Invoice date *

Select [] 09/01/2021 []

Alcohol Type * Permit *

Select []

BACK **ADD RECORD**



7. Click the **Next** button.

TABC - AIMS

Submit Schedule3

Record is saved.

Add View

EXPORT TO EXCEL

Invoice date	Invoice nu...	Permit	Quantity	Transaction	Alc
11/11/9999	999999	999999	0.0000	Non-resident	

5 Items per page

NEXT

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

Attestation

By submitting this report, you are representing to the Commission that you are legally authorized to do so on behalf of the entity/business listed as the permittee. Furthermore, you are affirming that all the information and facts stated in the report, or in any written instrument relating to or supplementing the report, are true, correct, and not misleading. A false or misleading statement may result in cancellation or suspension of the license or permit.

BACK **SUBMIT**

This is the FINAL STEP for holders of a Nonresident Brewer's License (BN), Nonresident Seller's Permit (S), Bonded Warehouse Permit (J/JD), and Carrier's Permit (C).

Your report is now considered submitted.

Continue with Step 9 only if you hold any of the other applicable licenses or permits.



9. Click **Finish**.

TABC - AIMS UATEXCISETAX@BEN E. KEITH COMPANY

Grand Totals

Electronic payment is **required** before any report submitted will be considered complete and **received by TABC**. After completing the information below and clicking "**PAY NOW**," you'll be redirected to the third-party provider Texas.gov to submit payment.

Tax Rate by Alcohol Type

Name	Reported Totals	Tax Rate	Total
Grand Total	0		

Grand Total: \$0.00

Agency Fee: \$0.00

2% Discount: \$0.00

Credit: \$0.00

Total Costs*: \$0.00

*This service is provided by Texas.gov, the official website of Texas. The price of this service includes funds that support the ongoing operations and enhancements of Texas.gov, which is provided by a third party in partnership with the State.

By selecting this checkbox, I swear that I have voluntarily executed this report.

BACK FINISH

After completing steps 8 and 9, your report is considered submitted. If you need to make changes to the report after submission, see to the Amend Excise Tax Report User Guide based on your license/permit type:

- [Guide for BN, C, J/JD and S](#)
- [Guide for BB, BC, BP, BW, D, DS, G, W, and X](#)