Commonwealth of Massachusetts

Travel Authorization Form (TAF)

1. Date of Request	2. Travel Request #	3. Department/Division	4. DEPT/ORGN:	5. Appropriation #
03/11/26				

6. Name of Traveler	7. Title	8. Dates of Travel
Amie Acevedo	Director, Miscellaneous Excise Unit	From: 05/31/26 To: 06/06/26

9. Travel Itinerary and Justification

IFTA Inc Educational Forum for the International Fuel Tax Agreement in San Diego,CA. All Member jurisdictions are recommended to attend the meeting to ensure the consistent reviews of all member jurisdictions. Educational sections allow jurisdictions the opportunity For consistency, knowledge gathering and networking with other jurisdictions. This entire trip will be funded by IFTA Inc via grant funds.

Supporting documentation, i.e. Agendas or brochures

Attached supporting documentation (conference agendas, brochures, etc.)

10. Expenses

	Personal Funds	MA State Funds	Federal Funds	Other (describe in #12)
Transportation: (check all that apply) ☐ Rail ☐Bus ☑Airfare ☐Car: ☐ State ☐Personal ☐Rental ☑Taxi ☐Other:				$ 675.71
Lodging: Hilton SanDiego Bayfront, 1 Park Blvd, San Die				$ 1,650.48
Meals: IFTA Inc				$ 200.00
Other: (please list):				
Subtotal	$ 0.00	$ 0.00	$ 0.00	$ 2,526.19

Grand Total: $ 2,526.19

11. Certifications and Authorizations (See G.L. c. 30, §25B)

I hereby certify under the pains and penalties of perjury that, to the best of my knowledge, the above information is true and correct.

Signature of Traveler: Amie Acevedo — Date: 3/11/26

I hereby certify that sufficient funds are available for the above described travel accommodations.

Signature of Agency CFO: Timothy Rooney — Date: 3/13/2026

I hereby authorize the anticipated travel described above and related expenses listed in this form.

Signature of Traveler's Appointing Authority: Stephen Moffatt — Title: Deputy Commissioner — Date: 3/11/26

I hereby authorize the anticipated travel described above and related expenses listed in this form.

Signature of the Traveler's Cabinet Secretary: Matthew J. Gorzkowicz — Date: 4/8/26

12. Travel Funded By Private Entity, Foreign Government Entity, or Federally Recognized Tribe:

Travel Funded By Private Funds: ■**Yes** ☐**No**

If Yes: $ 2526.19 **Source (Contact Information):** IFTA Inc Grant Funds

TRAVEL FUNDED BY PRIVATE SOURCES MUST BE DISCLOSED TO AND AUTHORIZED BY APPOINTING AUTHORITY PURSUANT TO 930 CMR 5.08 (2)(d)(1). FOR THE APPROPRIATE FORM GO TO: https://www.mass.gov/disclosure-forms

13: Upon final approval, the Cabinet Secretary shall ensure that a copy of this form is distributed to:

☐ **A&F Budget Director & The Office of the Comptroller (please check once complete)**

You chose a Basic fare

Basic fares are non-refundable except as allowed by our 24-hour cancellation policy. Flight changes are allowed but require a fare upgrade. Customers may be eligible for a flight credit if canceled at least 10 minutes prior to the flight's original departure time. Checked bag fees may apply.

Trip & Price Details

Price — Passengers — Seats — Payment — Confirmation

Flight Modify

Sun 5/31 # 3285 / 2072 **BOS** 6:10 AM → **SAN** 4:00 PM | 12 hr 50 min | 1 stop | Basic | Only 4 left!

1 Passenger | **Seat assigned** at check-in

Sat 6/6 # 1807 / 4066 / 4975 **SAN** 8:35 AM → **BOS** 9:05 PM | 9 hr 30 min | 2 stops | Basic

1 Passenger | **Seat assigned** at check-in

Base fare 1 Passenger(s)	$530.24
Taxes and fees	$95.47
Flight total	$625.71

or from $62/mo* with flexpay Learn more

Helpful Information:

- All fares and fare ranges are subject to change until purchased and are per person for each way of travel.
- For more information regarding Cash + Points, visit Southwest.com/rrterms

SUBTOTAL	$530.24
TAXES & FEES	$95.47
TRIP TOTAL	**$625.71**

Show price breakdown

AI Overview

A taxi from San Diego International Airport (SAN) to the Hilton San Diego Bayfront takes approximately 10–20 minutes for the ~4-mile trip. Taxis are readily available at the airport's Transportation Plazas. Alternatively, Uber and Lyft are popular options, with average rates around $25–$26. Uber +3

Key Information for Taxi/Rideshare from SAN:

- **Pick-up Location:** Follow signs to the Transportation Plazas, where Customer Service Representatives will direct you to the first available taxi.
- **Travel Time:** Typically 10–20 minutes depending on traffic.
- **Approximate Cost:** $25-$35, though this varies.
- **Rideshare:** Lyft and Uber are authorized at both terminals. Uber +3

Other Options:

- **ShuttleFare.com:** Offers pre-booked private or shared shuttles.
- **Public Transit:** The San Diego Flyer (free shuttle) connects to the Old Town Transit Center. ShuttleFare.com +1

Note: The Hilton San Diego Bayfront is located at 1 Park Blvd, near the Convention Center. Lyft

Dive deeper in AI Mode



Room Reservation Link:

Room Reservation IFTA Educational Forum 2026



Hilton San Diego Bayfront

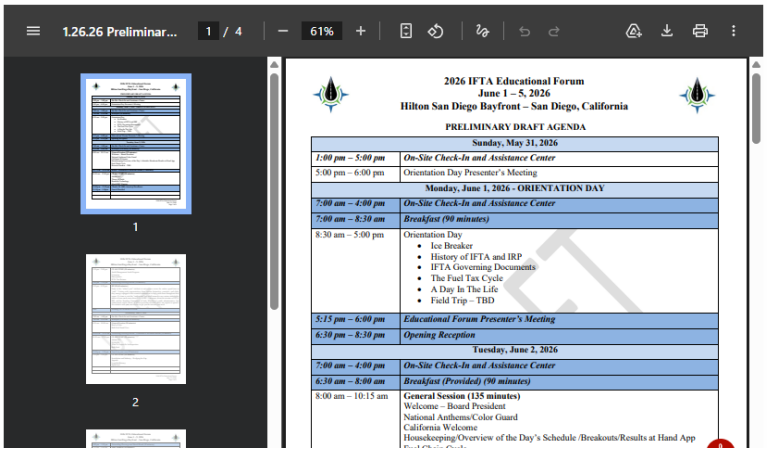
1 Park Blvd, San Diego, CA 92101

(619) 564-3333

When is the 2026 IFTA Educational Forum?

Dates: June 1 - 5, 2026

Location: San Diego, CA



NOTE: The deadline for booking your room is May 8, 2026, 5 PM PDT.

IFTA, Inc. funded travelers MUST contact travel@iftach.org for hotel reservations.

Hotel Fees (In USD): Hilton San Diego Bayfront

Room Rate **$237.00**

Room Tax 15.75%

Tourism Marketing Tax 0.75%

Nightly Rate Total $275.08

Hotel Cut-Off May 8, 2026, No Exceptions!
Hotel Check-In: 4:00 pm
Check-Out: 11:00 am

All reservations must be secured at the time of booking with a credit card. A deposit equal to one night's room and tax (the first night) will be charged at the time the reservation is made.

$1650.48 May 31-June 6, 2026 6 Nights at $237++

2026 IFTA Educational Forum
June 1 – 5, 2026
Hilton San Diego Bayfront – San Diego, California

PRELIMINARY DRAFT AGENDA

Sunday, May 31, 2026	
1:00 pm – 5:00 pm	***On-Site Check-In and Assistance Center***
5:00 pm – 6:00 pm	Orientation Day Presenter's Meeting
Monday, June 1, 2026 - ORIENTATION DAY	
7:00 am – 4:00 pm	***On-Site Check-In and Assistance Center***
7:00 am – 8:30 am	***Breakfast (90 minutes)***
8:30 am – 5:00 pm	Orientation Day • Ice Breaker • History of IFTA and IRP • IFTA Governing Documents • The Fuel Tax Cycle • A Day In The Life • Field Trip – TBD
5:15 pm – 6:00 pm	***Educational Forum Presenter's Meeting***
6:30 pm – 8:30 pm	***Opening Reception***
Tuesday, June 2, 2026	
7:00 am – 4:00 pm	***On-Site Check-In and Assistance Center***
6:30 am – 8:00 am	***Breakfast (Provided) (90 minutes)***
8:00 am – 10:15 am	**General Session (135 minutes)** Welcome – Board President National Anthems/Color Guard California Welcome Housekeeping/Overview of the Day's Schedule /Breakouts/Results at Hand App Fuel Chain Cycle Keynote Speaker - TBD
10:15 am – 10:30 am	***Break - Transition to Breakout Rooms (15 minutes)***
10:30 am – 12:00 pm	**CLASS TIME (90 minutes)** Admin 101 Theory of Audit Roadside Technology Mock DRC Hearing
12:00 pm – 12:30 pm ***12:30 pm – 1:30pm***	***Charles M. Mills Award of Excellence*** ***Lunch Provided***

1:30 pm – 3:00 pm	**CLASS TIME (90 minutes)** Audit Management/Audit Program Licensing Data Queues IFTA Tax Returns
3:00 pm – 3:30 pm	***Networking Beverage Break (30 minutes)***
3:30 pm – 4:30 pm	**RUSH (60 minutes)** Early in the "school year" students in universities across the nation spend time in "rush". Visiting with representatives from various fraternities, sororities, and clubs, they emerge equipped with essential information to help guide them throughout their career. It's time to visit the "auditorium" and stroll around to our various stakeholder tables to learn much more about IFTA or IRP. Learn more about the structure of IFTA, IRP, and the Standing Committees of both. Whether it's audit, administrative, law enforcement, motor carrier, or service provider oriented, allow our experts to spend a few minutes with **you**, one on one, to get you the answers you need.
TBD	***Evening NETWORKING Event***
Wednesday, June 3, 2026	
7:00 am – 4:00 pm	***On-Site Check-In and Assistance Center***
7:00 am – 8:30 am	***Breakfast (Provided) (90 minutes)***
8:30 am – 10:00 am	**General Session (90 minutes)** Real vs Fake Bulk Fuel Fraud Case
10:00 am – 10:30 am	***Networking Beverage Break - Transition to Breakout Rooms (30 minutes)***
10:30 am – 12:00 pm	**CLASS TIME (90 minutes)** Admin 201 ELD/GPS What To Expect In An Inspection Bulk Fuel
12:00 pm – 1:30 pm	***Lunch on your own (90 minutes)***
1:30 pm – 3:00 pm	**CLASS TIME (90 minutes)** Jurisdiction and Industry – Bridging the Gap Appeals Legal Sufficiency Dyed Fuel

3:00 pm – 3:30 pm	***Networking Beverage and Snack Break (30 minutes)***
3:30 pm – 5:00 pm	**June Madness (90 minutes)** Welcome to IFTA's trivia tournament! Thirty-Two teams in four "regions" battling for the Regional Championship! This is going to be a terrific networking opportunity as your Team will take part in an IFTA and IRP themed game designed to educate, network, and provide a fun learning environment! Every attendee will be part of a Team networking with your teammates across all stakeholder lines. Get your game on!
Thursday, June 4, 2026	
7:00 am – 4:00 pm	***On-Site Check-In and Assistance Center***
6:30 am – 8:00 am	***Breakfast (Provided) (90 minutes)***
8:00 am – 9:30 am	**General Session (90 minutes)** Industry Changes Local Demo Port/Border Truckers Against Trafficking IFTA Update Welcome to the IFTA 2027 Educational Forum
9:30 am – 9:45 am	***Break - Transition to Breakout Rooms (15 minutes)***
9:45 am – 10:45 pm	**CLASS TIME (60 minutes)** Admin 301 Leases and Rentals IFTA, IRP, and Other Violations Adequate vs Inadequate
10:45 am – 11:00 am	***Networking Beverage Break (15 minutes)***
11:00 am – 12:00 pm	**CLASS TIME (60 minutes)** New Program Compliance Review Records Reviews Alternative Records Hot Shots
12:00 pm – 1:30 pm	***Lunch Provided (90 minutes)***
1:30 pm – 3:00 pm	**LABS (90 minutes)** Excel 101 Excel 301 Appeals Sponsor Question and Answers From Demo to Dialogue (Law Enforcement Only)
3:00 pm – 3:30 pm	***Networking Beverage Break (30 minutes)***

3:30 pm – 4:30 pm	**FINALS (60 minutes)** After a long "semester", it's time for your finals. We'll divide into specific "majors" (Audit, Admin, Law Enforcement, Industry) to dive into a series of real-life scenarios to work through each one to arrive at an answer. You've worked hard for this all week, time to "ace" your final exams!
TBD	***Evening GRADUATION*** At the end of a very successful week, join us for graduation! This will be a terrific way to network with your fellow graduates, honor the faculty, hear from the University President, the Registrar of Students, and much, much more! Food and beverages will be served, and we'll have entertainment to celebrate the IFTA Class of 2026!
Friday, June 5, 2025	
7:00 am – 12:00 pm	***IFTA Assistance Center***
8:30 am – ??	**EXTRA CREDIT** **Optional Stakeholder Meetings** TBD

DRAFT

DISCLOSURE BY NON-ELECTED PUBLIC EMPLOYEE
OF TRAVEL EXPENSES SERVING A LEGITIMATE PUBLIC PURPOSE
AS REQUIRED BY 930 CMR 5.08(2)(d)1.

	NON-ELECTED PUBLIC EMPLOYEE INFORMATION
Name of **non-elected** public employee:	Amie Acevedo
Title/ Position	Director, Miscellaneous Excise Unit
Agency/ Department	Massachusetts Department of Revenue
Agency address:	200 Arlington Street, Chelsea MA 02150
Office phone:	617-887-6156
Office e-mail:	acevedoa@dor.state.ma.us
Write an X to confirm each statement.	I am filing this disclosure because: _x__ I am going to engage in an activity that serves a legitimate public purpose, i.e., it is intended to promote the interests of the Commonwealth, a county or a municipality; and ___ A non-public entity (but not a lobbyist) has offered to reimburse, waive or pay travel expenses and costs worth more than $50.
	ACTIVITY THAT SERVES A LEGITIMATE PUBLIC PURPOSE
Describe the activity which is the reason for traveling.	I will be heading to the International Fuel Tax Agreement (IFTA) Educational Forum which is a multi day training and collaboration conference, that is focused on IFTA compliance. This will deal with forums on audit procedures, regulatory updates, interjurisdictional coordination, and best practices in fuel tax administration to name a few.
Describe your participation in the activity.	I will participate in educational sessions, technical workshops, and jurisdictional roundtables focused on audit methodologies. There will also be forums on compliance enforcement strategies, emerging industry trends, and updates to IFTA procedures. I will also engage with audit professionals from other member jurisdictions to discuss best practices and process improvements relevant to Massachusetts.
Date, time and location of activity.	June 1st to June 5th 2026 Located in San Diego California
Please explain how the activity will promote the interests of the Commonwealth, a county or a municipality.	The IFTA Educational Forum promotes the interests of the Commonwealth of Massachusetts by: • Ensuring audit staff remain current on IFTA regulatory updates and compliance standards. • Supporting consistent and uniform administration of fuel tax laws across 48 U.S. states and 10 Canadian provinces.

	• Enhancing audit effectiveness and reducing assessment disputes and appeals. • Improving interjurisdictional coordination, which is critical for accurate allocation and distribution of fuel tax revenues. • Protecting Commonwealth revenue through improved enforcement and compliance strategies. Improved IFTA audit administration directly impacts transportation infrastructure funding, as IFTA revenues are distributed among member jurisdictions based on reported miles traveled.
	TRAVEL EXPENSES
Identify the person or organization that offered to reimburse, waive or pay your travel expenses.	IFTA, Inc
Address of person or organization.	International Fuel Tax Association, Inc. P.O. Box 7147 Mesa, AZ 85216
Provide information in as much detail as possible:	***Itemization and explanation of amounts offered:***
Transportation:	*Air, train, bus, and taxi fare and rental car hire, etc.* $675.71
Lodging:	*Overnight accommodations.* Nightly rate = $275.08 for 6 days= $1650.48
Meals:	*Breakfast, lunch, dinner, special events.* Meals not covered during meetings $200
Admission:	*Registration, admission, tickets, etc.* This registration type has a 0 fee
Other (please list):	*Refreshment, instruction, materials, entertainment, etc.*
Total:	$2526.19
Write an X beside any statement that applies.	__X__ **I have attached the relevant itinerary.** ___X_ **I have attached the relevant agenda.**
Employee signature:	Amie Acevedo
Date:	3/11/2026

Attach additional pages if necessary.

Complete the disclosure and submit it to your appointing authority.

DETERMINATION BY APPOINTING AUTHORITY

	APPOINTING AUTHORITY INFORMATION
Name of Appointing Authority:	Stephen Moffatt
Agency and Title/Position:	Department of Revenue, Deputy Commissioner
Agency address:	200 Arlington Street, Arlington
Office phone:	(617) 887-6779
Employee who filed the disclosure:	Amie Acevedo
	DETERMINATION
To give approval, check <u>both</u> statements.	Upon consideration of the facts disclosed by the employee above, I find that: _X__ Acceptance of the reimbursement, waiver or payment of travel expenses will serve a legitimate public purpose, i.e., it will promote the interests of the Commonwealth, a county or a municipality; AND _X__ Such public purpose outweighs any special non-work related benefit to the employee or the person providing the reimbursement, waiver or payment.
Reason that the employee's travel or attendance will serve a legitimate public purpose:	Attendance serves a legitimate public purpose because: • The International Fuel Tax Agreement is a federally recognized multi-jurisdictional agreement requiring ongoing coordination. • Participation ensures Massachusetts remains compliant with uniform audit standards. • It directly supports accurate tax assessment and equitable revenue distribution. • It strengthens enforcement capabilities and reduces compliance risk. • It enhances professional competency in administering a federally mandated tax program. •The knowledge and collaboration gained at this forum directly support the Commonwealth's responsibility to properly administer and distribute fuel tax revenues.
Appointing Authority signature:	Stephen Moffatt
Date:	03/12/2026

Attach additional pages if necessary.

The appointing authority should maintain the disclosure as a public record and give a copy of any signed determination to the employee.