

## Kentucky Electric Vehicle Power Excise Tax – Monthly Filing Instructions (Original Return)

1. Log in to Electric Vehicle power account <https://evpower.ky.gov/evpweb/login>
2. From the **Home** screen, click “Create A Return”.

The screenshot shows the 'Home' page of the Kentucky Revenue website. At the top left is the 'REVENUE' logo with a blue circle containing a white dome icon. Below the logo is a navigation bar with 'Electric Vehicle Power', 'My Account', and 'Logout'. The main content area is divided into two columns. The left column is titled 'EV Power Tax Reporting' and contains three items: 'Create A Return' (highlighted with a red box), 'Temporary EV Power Tax Report List', and 'EV Power Reports'. The right column is titled 'My Account' and contains five items: 'Change Password', 'Payment Information', 'Messages', 'Announcements', and 'Registration Information'. At the top right of the main content area are links for 'PAGE HELP', 'HOW DO I?', and 'INSTRUCTIONS'.

3. Select the Report Period, then click “Start EV Power Tax Report”.

The screenshot shows the 'Temporary EV Power Tax Report' page. At the top left is the 'Electric Vehicle Power' logo. Below it is a navigation bar with 'My Account' and 'Logout'. The main content area is titled 'Temporary EV Power Tax Report' and contains a blue banner with the text: 'Select the EV Power Tax Report Period. The Return Type will be filled in for you automatically. Click the Start EV Power Tax Report button to begin your filing.' Below the banner are three fields: 'Report Period' (a dropdown menu with '202401' selected and highlighted with a red box), 'Postmark' (a text input field), and 'Return Type' (a dropdown menu with 'ORIGINAL' selected). At the bottom of the form are two buttons: 'EV POWER TAX REPORT LIST' and 'START EV POWER TAX REPORT' (highlighted with a red box). At the top right of the main content area are links for 'PAGE HELP', 'HOW DO I?', and 'INSTRUCTIONS'.

4. Section I will automatically populate with totals after KWhs for the Report Period are added in Section II
  - a. Section II Part 1 is used for Charging Stations **not** on State Property
  - b. Section II Part 2 is used for Charging Stations located on State Property
  - c. Click "Add" to enter KWh distributed for each Charging Station

Temporary EV Power Tax Report

Report Period

Postmark

Return Type

NOTES

**Section I - Tax Computation**

Total Kwh Distributed	<input type="text" value="0"/>
Excise Tax Due	<input type="text" value="\$0.00"/>
State Property Kwh	<input type="text" value="0"/>
Surtax Due	<input type="text" value="\$0.00"/>
Total Tax Due	<input type="text" value="\$0.00"/>
Penalty Due (Estimated - additional penalties may apply)	<input type="text" value="\$0.00"/>
Interest Due (Estimated - additional interest may apply)	<input type="text" value="\$0.00"/>
Amount Due	<input type="text" value="\$0.00"/>

**Certification and Submit**

Electronic Signature: I declare, under the penalties of perjury, that this application has been examined by me and to the best of my knowledge and belief that the information provided herein is true, correct, and complete.

← EV POWER TAX REPORT LIST
✖ DELETE EV POWER TAX REPORT
↓ SAVE EV POWER TAX REPORT

Section II Part 1
Section II Part 2
?

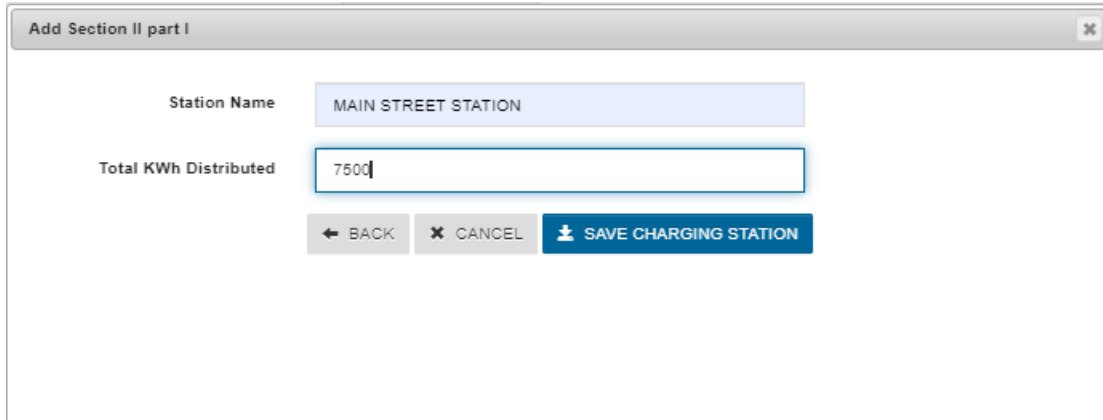
RESET
 EXCEL

Station Name	Not State Property KWh
<input type="text"/>	<input type="text"/>

No data to display

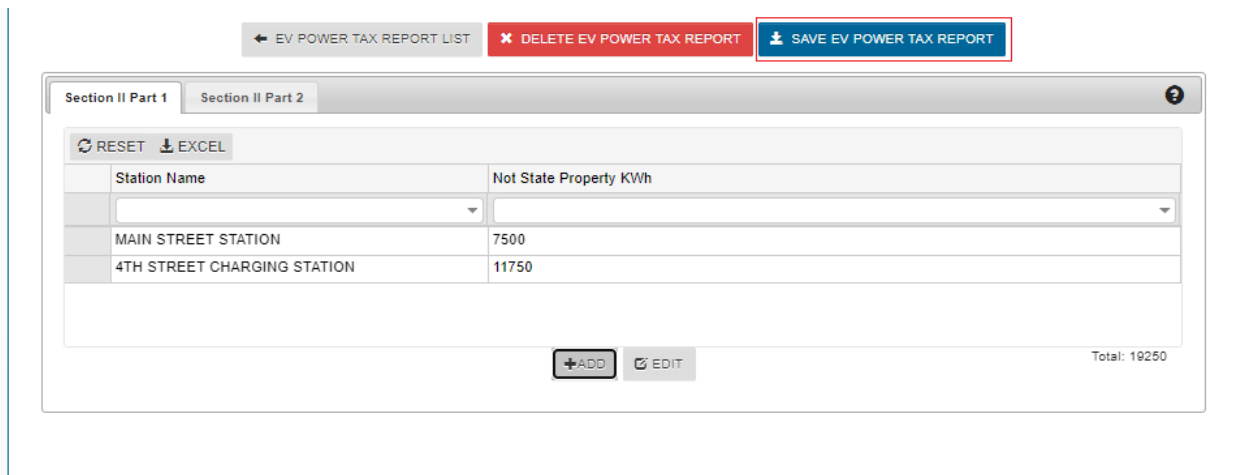
+ADD
 EDIT
Total: 0

5. Enter the station name and Total KWh Distributed by that charging station for the Report Period. Click "Save Charging Station".



A dialog box titled "Add Section II part I" with a close button (X) in the top right corner. It contains two input fields: "Station Name" with the text "MAIN STREET STATION" and "Total KWh Distributed" with the value "7500". Below the fields are three buttons: "← BACK", "✕ CANCEL", and a blue button with a save icon and the text "SAVE CHARGING STATION".

6. Enter total KWh distributed for each Charging Station as needed for Part 1 and Part 2 of Section II, then click "Save EV Power Tax Report". Amounts due will calculate in Section I.



The interface shows a top navigation bar with three buttons: "← EV POWER TAX REPORT LIST", "✕ DELETE EV POWER TAX REPORT", and a blue button with a save icon and the text "SAVE EV POWER TAX REPORT". Below this is a window titled "Section II Part 1" and "Section II Part 2" with a help icon (?) in the top right. Inside the window, there are "RESET" and "EXCEL" buttons. A table is displayed with two columns: "Station Name" and "Not State Property KWh". The table contains two rows: "MAIN STREET STATION" with "7500" and "4TH STREET CHARGING STATION" with "11750". Below the table are "+ADD" and "EDIT" buttons. In the bottom right corner of the table area, it says "Total: 19250".

Station Name	Not State Property KWh
MAIN STREET STATION	7500
4TH STREET CHARGING STATION	11750

- After all Charging Stations have been entered and saved, click the Certification and Submit checkbox to file the Return.

Temporary EV Power Tax Report 👁

<b>Report Period</b>	<b>Postmark</b>	<b>Return Type</b>	NOTES
202403	03/08/2024	ORIGINAL	

**Section I - Tax Computation**

<b>Total Kwh Distributed</b>	19250
<b>Excise Tax Due</b>	\$577.50
<b>State Property Kwh</b>	0
<b>Surtax Due</b>	\$0.00
<b>Total Tax Due</b>	\$577.50
<b>Penalty Due (Estimated - additional penalties may apply)</b>	\$0.00
<b>Interest Due (Estimated - additional interest may apply)</b>	\$0.00
<b>Amount Due</b>	\$577.50

**Certification and Submit**

Electronic Signature: I declare, under the penalties of perjury, that this application has been examined by me and to the best of my knowledge and belief that the information provided herein is true, correct, and complete.

[← EV POWER TAX REPORT LIST](#) [✖ DELETE EV POWER TAX REPORT](#) [📄 SAVE EV POWER TAX REPORT](#)

## 8. Confirm Certification

**CONFIRM Certification** ✕

By certifying this file you are indicating that it is ready to be submitted to the Kentucky Department of Revenue. Do you want to continue?

[NO, CANCEL CERTIFICATION REQUEST](#) [YES, CONTINUE](#)

9. The Return has been filed. To submit payment, click “Submit Payment” and you will be routed to the Department of Revenue’s online payment system.
  - a. After the payment has been completed and processed, the “Populate Payment” will show payments made for the period.
  - b. Use the following link to see instructions for making a payment: [Enterprise Electronic Payment System \(EEPS\) – Internet User Guide \(ky.gov\)](#)

**Filed EV Power Tax Report**

Return Period	Postmark	Return Type	NOTES
202402	02/13/2024	ORIGINAL	

+ ORIGINAL - 202402

**Section I- Tax Computation**

Item	Description	Amount
1	Total KWh Distributed	19,250
2	Excise Tax Due	\$577.50
3	State Property KWh	0
4	Surtax Due	\$0.00
5	Total Tax Due	\$577.50
6	Penalty Due	\$0.00
7	Interest Due	\$0.00
8	Amount Due	\$577.50

Postmarked: 02/13/2024

Section II Part 1    Section II Part 2

RESET
EXCEL

Station Name	Not State Property KWh
<input style="width: 90%;" type="text"/>	<input style="width: 90%;" type="text"/>
MAIN ST STATION	7500
4TH ST	11750
Total: 19250	

SUBMIT PAYMENT

POPULATE PAYMENT