

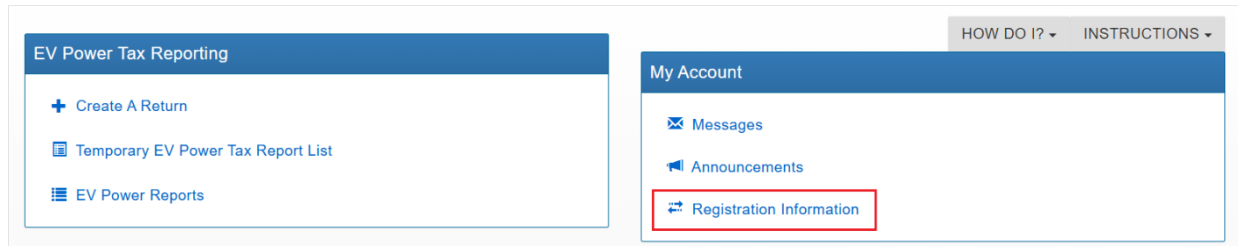
## Updating your Electric Vehicle excise tax Login Credentials

\*Before starting the Update Login Credentials process, [document the email address in your account's "Mailing Contacts" tab](#). Step 12 of this process requires the account's Tax ID to match the Mailing Contacts email address.

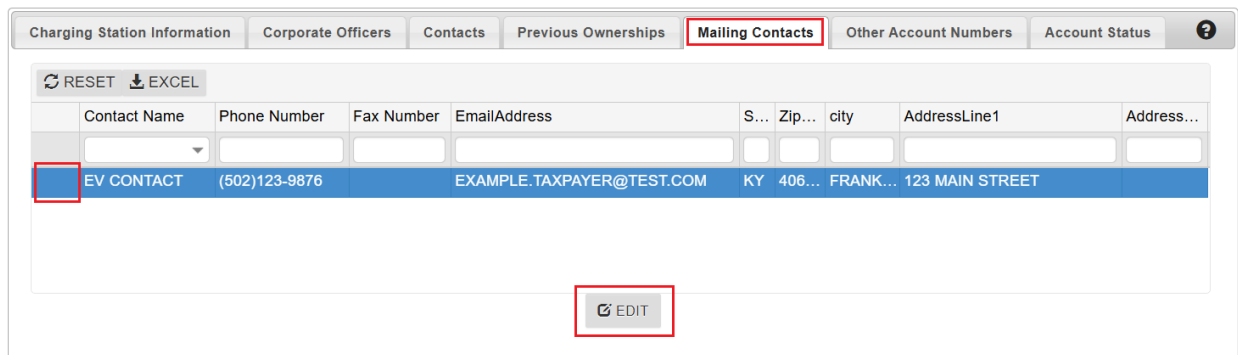
- Update this email address (if needed) to the current user who will be logging into the EV account.
- The passcode on Step 12 will be emailed to this email address.

### How-to update email address in Mailing Contacts tab:

From home screen, click "Registration Information" then "Mailing Contacts"



Click the square to the left of the contact line, then click "Edit". Update and save.



Steps to update EV account log in credentials:

Go to <https://idp-rev.ky.gov/app/bookmark/0oac0o3tnrbZNv8VV4h7/login>

1. Complete "Sign up" form.
  - a. If you already have a Username for other taxes, you can use that Username ([go to Step 10](#)). If not, Username is newly created here. Do not use your Tax ID.
  - b. Select **MyTaxes Portal User Role**
  - c. Click "Sign Up"

**Sign up**

After completing the registration form, please sign in with the temporary password sent to your email.

If you need help completing the form, contact the Customer Contact Center at [PortalHelp@ky.gov](mailto:PortalHelp@ky.gov) or call 502-764-5555.

All fields are required unless marked optional.

Username (?)

First name (?)

Middle name (?) Optional

Last name (?)

Email

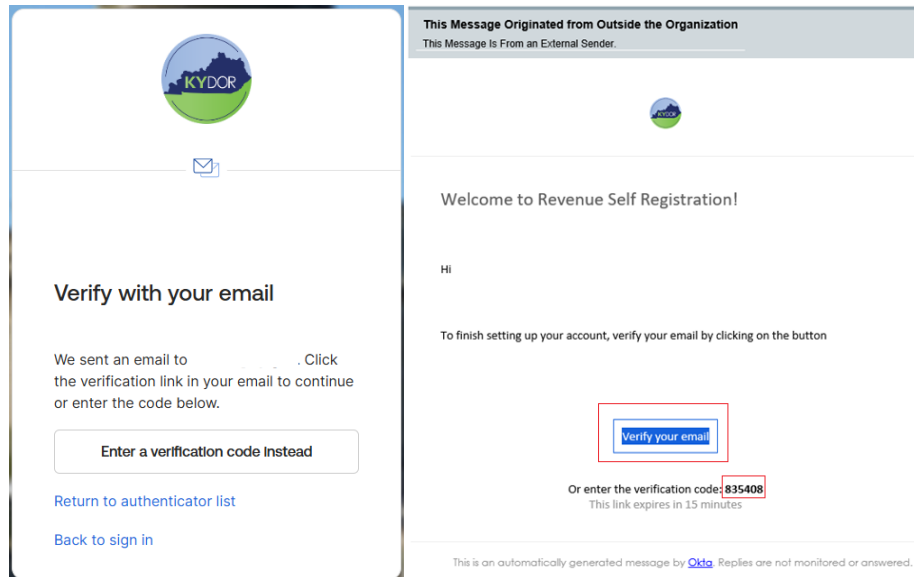
Mobile phone Optional

MyTaxes Portal User Role (?)

Select an option ▼

**Sign Up**

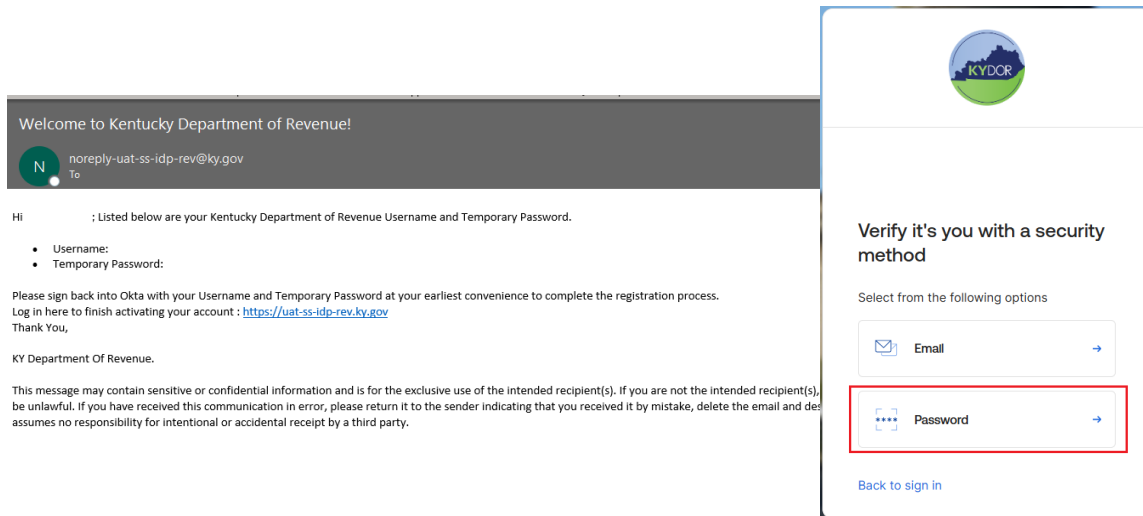
2. You will see the message below left and **an email will be sent to the email address provided from Step 1** with a verification code. Click “Verify your email” or click “Enter verification code” and use verification code provided.



3. Enter your Username.

The image shows a "Sign In" form. At the top is the KYDOR logo. Below the logo is the text "Sign In". There is a label "Username" above a text input field. Below the input field is a blue button labeled "Next". At the bottom of the form are two links: "Unlock account?" and "Help".

4. Click on “Password” (below right). **Another email will be sent** to the email address provided in Step 1 **with temporary password** (below left).



5. Enter temporary password that was provided from email and click “Verify”.

KYDOR

Verify with your password

Password

\*\*\*\*\*


Verify

[Forgot Password / Not Provided](#)

[Verify with something else](#)

[Back to sign in](#)

6. The process requires you to create a new password (the temp password immediately expires). [Follow the password requirements when making your password.](#) An email will be sent confirming password update.



[...]

**Your uat-ss-idp-rev.ky.gov password has expired**

Password requirements:

- × At least 14 characters
- × A lowercase letter
- × An uppercase letter
- × A number
- × A symbol
- × No parts of your username
- × Does not include your first name
- × Does not include your last name

**New password**

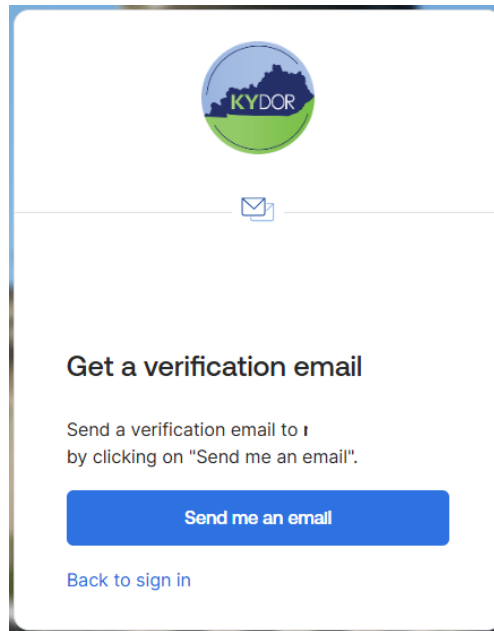
**Re-enter password**

× Passwords must match

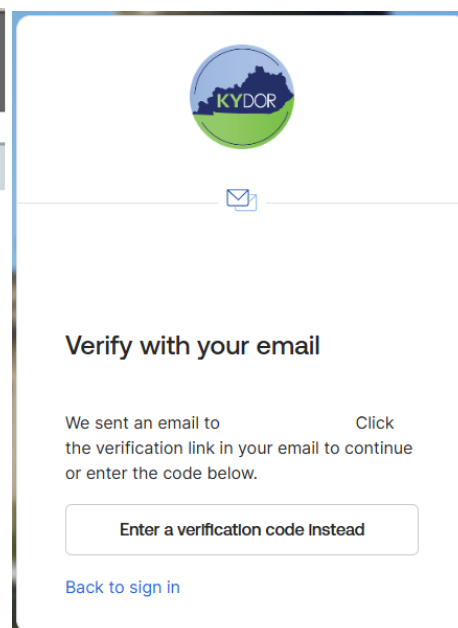
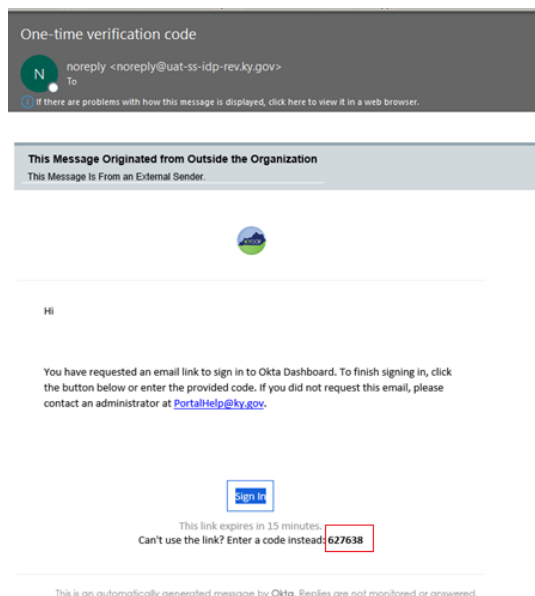
**Change Password**

[Back to sign in](#)

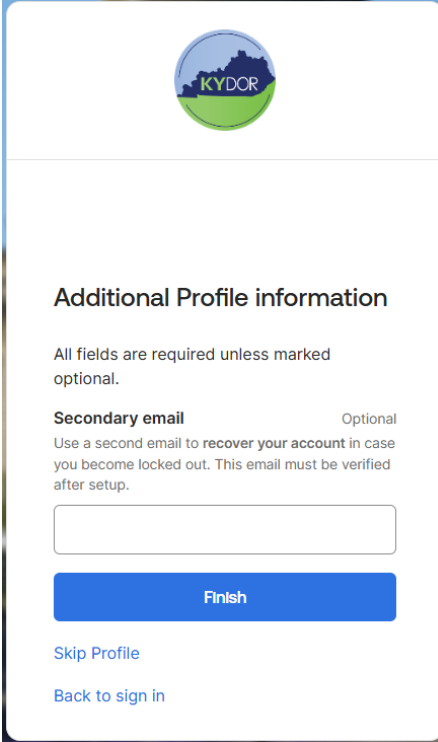
7. System will re-verify after password update. Click “Send me an email”.



8. Click “Sign in” from the email (Below left) or use the code provided in the email and click “Enter a verification code instead” (Below right).

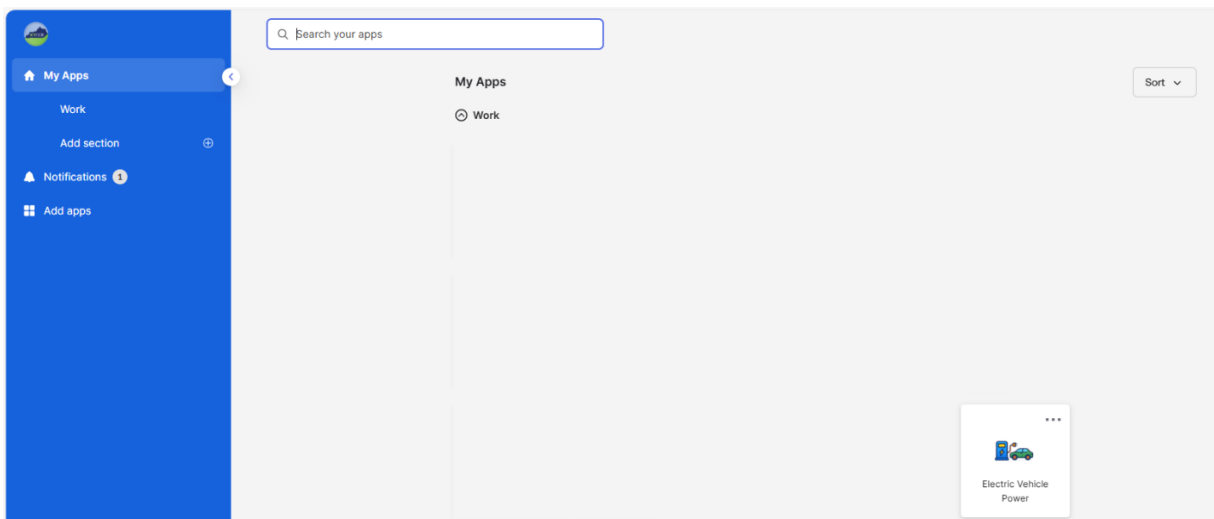


9. Secondary email setup is optional.



The screenshot shows a mobile app interface for 'Additional Profile information'. At the top is the KYDOR logo. Below it, the title 'Additional Profile information' is displayed. A note states: 'All fields are required unless marked optional.' The 'Secondary email' section is marked as 'Optional' and includes a description: 'Use a second email to recover your account in case you become locked out. This email must be verified after setup.' There is a text input field for the email address, a blue 'Finish' button, and two links at the bottom: 'Skip Profile' and 'Back to sign in'.

10. You are now at the dashboard for “My Apps”. Click the “Electric Vehicle Power” app.



11. Click “YES” to update your existing EV account. (“No” is for a New EV Registration)

## Electric Vehicle Power Tax

A service of the [Kentucky Department of Revenue](#)

Please call Kentucky Department of Revenue's Motor Fuel Excise Section at 502-564-3853 to reset a login and password. After receiving your login credentials, login to file your monthly electric vehicle power tax report.

Call 502-564-3853 or email [KRC.WEBResponseMotorFuels@ky.gov](mailto:KRC.WEBResponseMotorFuels@ky.gov) for assistance.

Existing Electric Vehicle Power account

Click **No** to complete new registration

12. The email address on this step **must match the email address located on the account’s “Mailing Contacts” tab**
- a. The system will send a Passcode this email address

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Tax ID

Email

The Kentucky Department of Revenue conducts work under the authority of the [Finance and Administration Cabinet](#).



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13. An email with a passcode has been sent.

### Electric Vehicle Power Passcode

 TEST-DOR.ElectricVehiclePowerSupport@ky.gov  
To:  Watts, Matthew (DOR)

  Reply  Reply All  Forward  

Fri 8/8/2025 3:11 PM

The Kentucky Electric Vehicle Power Excise Tax Account is being migrated to OKTA. Please use below code to complete your account migration process.

Passcode: 948286

NOTE: Please do not reply to this email. This email is an automated notification, which is unable to receive replies.

Privacy Notice: This communication contains information which is confidential. It is for the exclusive use of the intended recipient(s). If you are not the intended recipient(s) please note that any form of distribution, copying, forwarding or use of this communication or the information therein is strictly prohibited and may be unlawful. If you have received this communication in error please return it to the sender and then delete the communication and destroy any copies.



14. Enter passcode provided from email.

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**Passcode**

LOGIN

The Kentucky Department of Revenue conducts work under the authority of the [Finance and Administration Cabinet](#).


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15. Login credentials have been updated.

**REVENUE**

[Electric Vehicle Power](#) [My Account](#) [Logout](#)

### EV Power Tax Reporting

- [+ Create A Return](#)
- [Temporary EV Power Tax Report List](#)
- [EV Power Reports](#)

### My Account

- [Messages](#)
- [Announcements](#)
- [Registration Information](#)

[HOW DO I?](#) [INSTRUCTIONS](#)