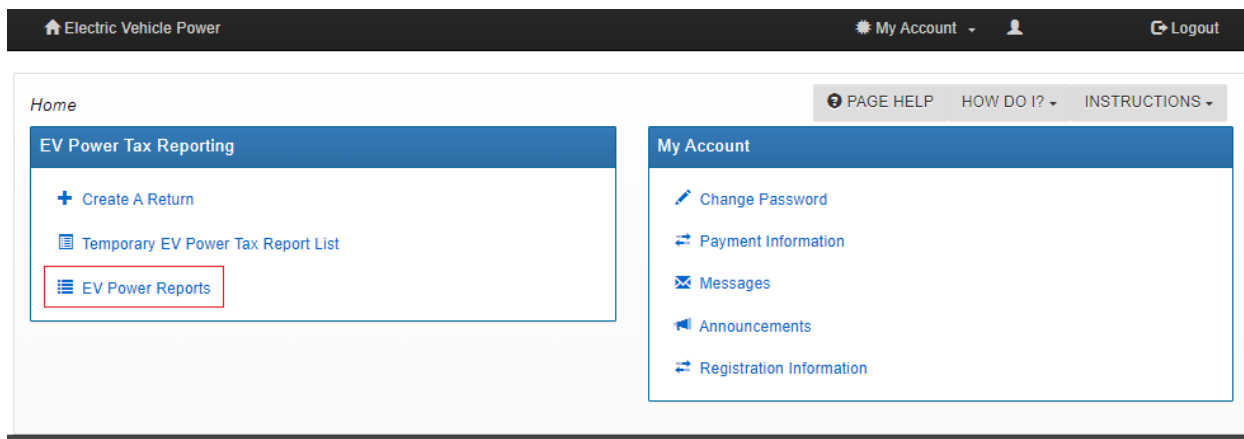


Kentucky Electric Vehicle Power Excise Tax – **Monthly Filing Instructions (Amended Return)**

1. From the **Home** screen, click “EV Power Reports”.



Electric Vehicle Power My Account Logout

Home PAGE HELP HOW DO I? INSTRUCTIONS

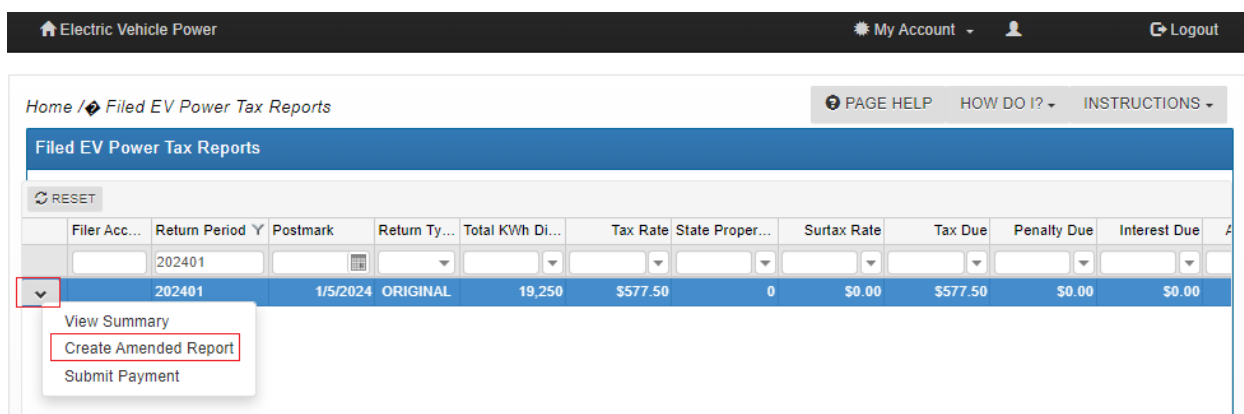
EV Power Tax Reporting

- Create A Return
- Temporary EV Power Tax Report List
- EV Power Reports**

My Account

- Change Password
- Payment Information
- Messages
- Announcements
- Registration Information

2. Locate the Return Period, click on the drop-down on the left side of the summary row, then click “Create Amended Report”.



Electric Vehicle Power My Account Logout

Home / Filed EV Power Tax Reports PAGE HELP HOW DO I? INSTRUCTIONS

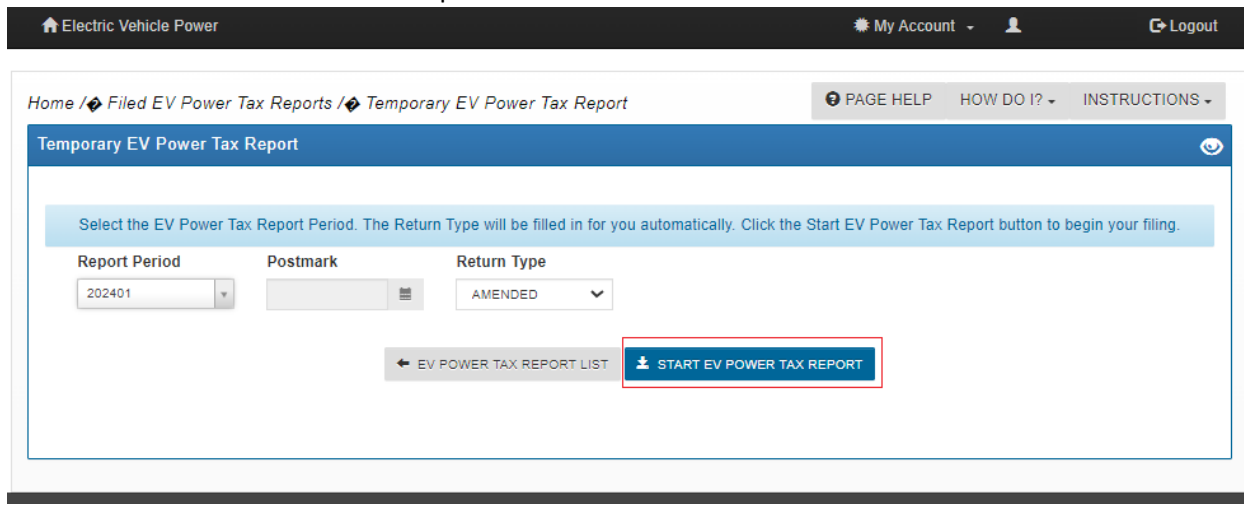
Filed EV Power Tax Reports

RESET

Filer Acc...	Return Period	Postmark	Return Ty...	Total KWh DI...	Tax Rate	State Proper...	Surtax Rate	Tax Due	Penalty Due	Interest Due	A
	202401										
	202401	1/5/2024	ORIGINAL	19,250	\$577.50	0	\$0.00	\$577.50	\$0.00	\$0.00	

View Summary
Create Amended Report
Submit Payment

3. Click “Start EV Power Tax Report”



Electric Vehicle Power My Account Logout

Home / Filed EV Power Tax Reports / Temporary EV Power Tax Report PAGE HELP HOW DO I? INSTRUCTIONS

Temporary EV Power Tax Report

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.

Report Period: 202401 Postmark: Return Type: AMENDED

EV POWER TAX REPORT LIST **START EV POWER TAX REPORT**

4. An Amended Return is a **replacement return** (File the amended return as it should have originally been submitted).
- 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

202401

Postmark

Return Type

AMENDED

NOTES

Total Kwh Distributed

0

Excise Tax Due

\$0.00

State Property Kwh

0

Surtax Due

\$0.00

Total Tax Due

\$0.00

Penalty Due (Estimated - additional penalties may apply)

\$0.00

Interest Due (Estimated - additional interest may apply)

\$0.00

Amount Due

\$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

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 (the amount as it should have originally been submitted). Even if there is no change to the Total KWh Distributed for a station(s), the information from the original return must be reentered or it will result in an incorrect amendment. Click “Save Charging Station”.

Station Name: MAIN STREET STATION

Total KWh Distributed: 17500

Buttons: BACK, CANCEL, DELETE, 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.
- a. **All Charging Stations and their Total KWh Distributed are entered on the Amended Return** (file the amended return as it should have originally been submitted).

Buttons: EV POWER TAX REPORT LIST, DELETE EV POWER TAX REPORT, SAVE EV POWER TAX REPORT

Station Name	Not State Property KWh
MAIN STREET STATION	17500
4TH STREET CHARGING STATION	11750

Total: 29250

Buttons: RESET, EXCEL, +ADD, EDIT

7. Click “Notes” to add a note when filing an Amended Return. This is a required field.
 - a. After all Charging Stations have been entered and saved, click the Certification and Submit checkbox to file the Return.

Temporary EV Power Tax Report

Report Period

202401

Postmark

Return Type

AMENDED

NOTES

Total Kwh Distributed

29250

Excise Tax Due

\$877.50

State Property Kwh

0

Surtax Due

\$0.00

Total Tax Due

\$877.50

Penalty Due (Estimated - additional penalties may apply)

\$0.00

Interest Due (Estimated - additional interest may apply)

\$0.00

Amount Due

\$877.50

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.

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 Amended Return has been filed. If additional tax is due, click “Submit Payment” and you will be routed to the Department of Revenue’s online payment system. Use the following link to see instructions for making a payment: [Enterprise Electronic Payment System \(EEPS\) – Internet User Guide \(ky.gov\)](#)
- Click the “Original” tab to see the original return summary or “Amended” tab to see the amended return summary.
 - The “Populate Payment” will show any previous payments made and can be used to help calculate the additional amount due.

Filed EV Power Tax Report

Return Period
202401

Postmark
02/21/2024

Return Type
AMENDED

NOTES

ORIGINAL - 202401

AMENDED - 202401

1	Total KWh Distributed	29,250
2	Excise Tax Due	\$877.50
3	State Property KWh	0
4	Surtax Due	\$0.00
5	Total Tax Due	\$877.50
6	Penalty Due	\$0.00
7	Interest Due	\$0.00
8	Amount Due	\$877.50

Postmarked: 02/21/2024

Section II Part 1

Section II Part 2

RESET

EXCEL

Station Name	Not State Property KWh
MAIN STREET STATION	17500
4TH STREET CHARGING STATION	11750

Total: 29250

SUBMIT PAYMENT

POPULATE PAYMENT

Additional penalties and interest may apply. You will receive a notice for any additional tax due plus