


Updating your Motor Vehicle Rental Rideshare Login Credentials.

Go to <https://idp-rev.ky.gov/app/bookmark/0oac0nr88n2j6y184h7/login>

1. Complete "Sign up" form.
 - a. "Username" is newly created here.
 - b. Email address is your "Mailing Contacts" Ride Share email - the same email address that was used as "Mailing Contacts" on your Ride Share account.
 - c. Click "Sign Up"



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

Username ?

First name

Middle name Optional

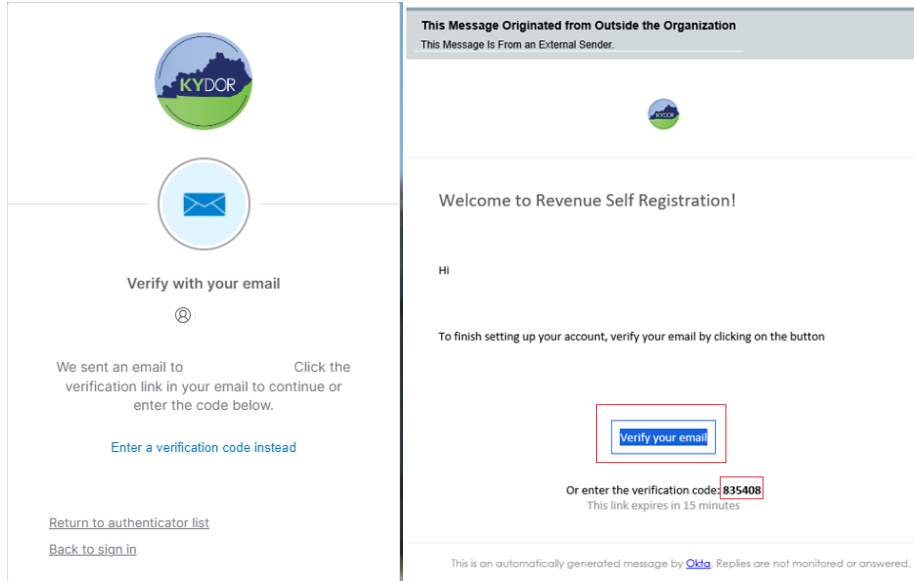
Last name

Email

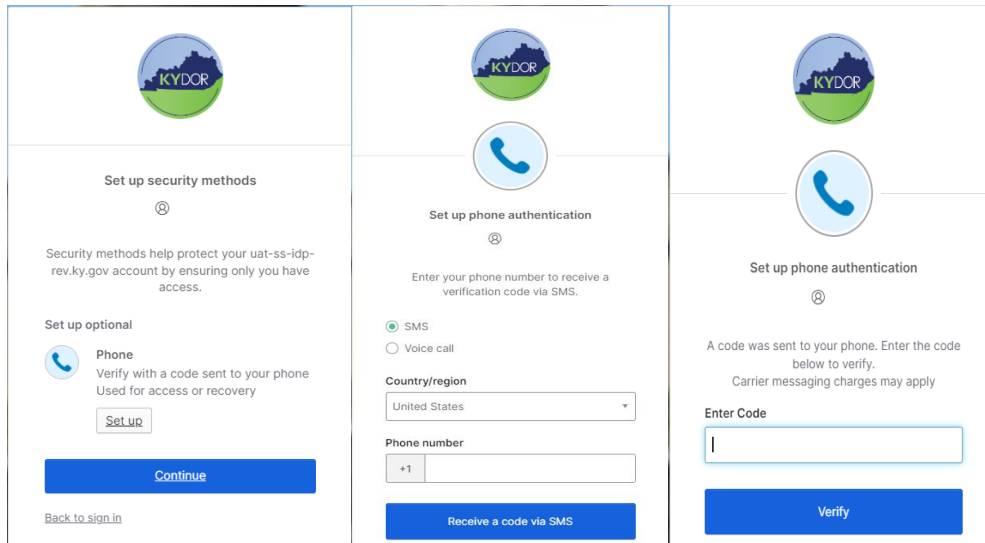
Mobile phone Optional

[Already have an account?](#)

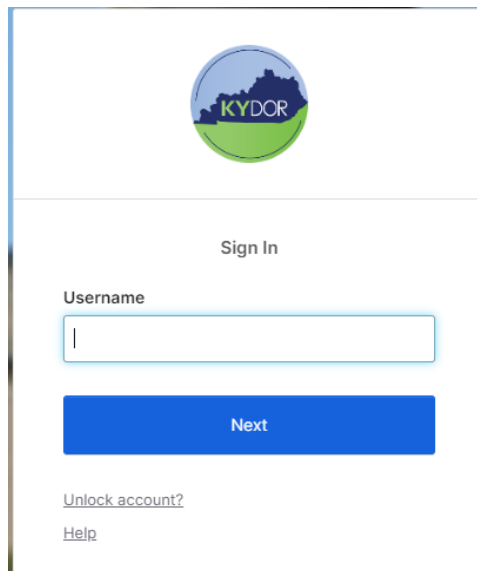
- You will see the message below left and an email will be sent to the email address provided with a verification code. (Below right). Click “Verify your email” from email [or](#) click “Enter verification code” and use verification code provided.



- Set up phone is optional. To verify phone, click “Setup”, enter phone number, then enter code that is sent to phone. Click “Verify”.

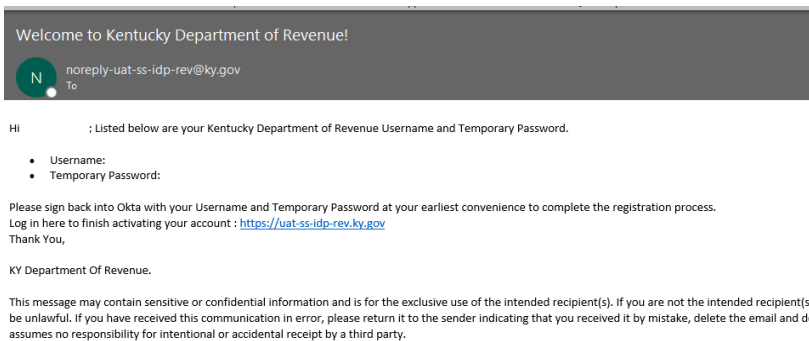


4. Enter Username that you just created.




The image shows a web form for signing in to the KYDOR system. At the top center is the KYDOR logo, which consists of a green circle containing a silhouette of a city skyline and the text 'KYDOR'. Below the logo is the text 'Sign In'. Underneath is a label 'Username' followed by a text input field with a vertical cursor. Below the input field is a blue button with the text 'Next'. At the bottom left of the form are two links: 'Unlock account?' and 'Help'.

5. Another email will be sent to your email address with temporary password (below left). Click "Select" on Password (Below right).



Welcome to Kentucky Department of Revenue!

 noreply-uat-ss-idp-rev@ky.gov
To

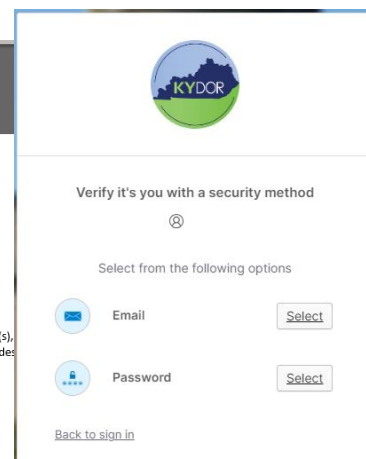
Hi ; Listed below are your Kentucky Department of Revenue Username and Temporary Password.

- Username:
- Temporary Password:

Please sign back into Okta with your Username and Temporary Password at your earliest convenience to complete the registration process.
Log in here to finish activating your account : <https://uat-ss-idp-rev.ky.gov>
Thank You,



KY Department Of Revenue.

This message may contain sensitive or confidential information and is for the exclusive use of the intended recipient(s). If you are not the intended recipient(s), be unlawful. If you have received this communication in error, please return it to the sender indicating that you received it by mistake, delete the email and des assumes no responsibility for intentional or accidental receipt by a third party.



The image shows a security verification screen. At the top center is the KYDOR logo. Below it is the text 'Verify it's you with a security method' followed by a small circular icon with a plus sign. Underneath is the text 'Select from the following options'. There are two options: 'Email' with a blue envelope icon and a 'Select' button, and 'Password' with a blue padlock icon and a 'Select' button. At the bottom left is a link 'Back to sign in'.

6. Enter temporary password that was provided from email.



Verify with your password



Ⓜ

Password

Verify

[Forgot Password / Not Provided](#)
[Verify with something else](#)
[Back to sign in](#)

7. The process requires you to create a new password (the temp password immediately expires).
[New password must be at least 14 characters.](#)



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

Ⓜ

Password requirements:

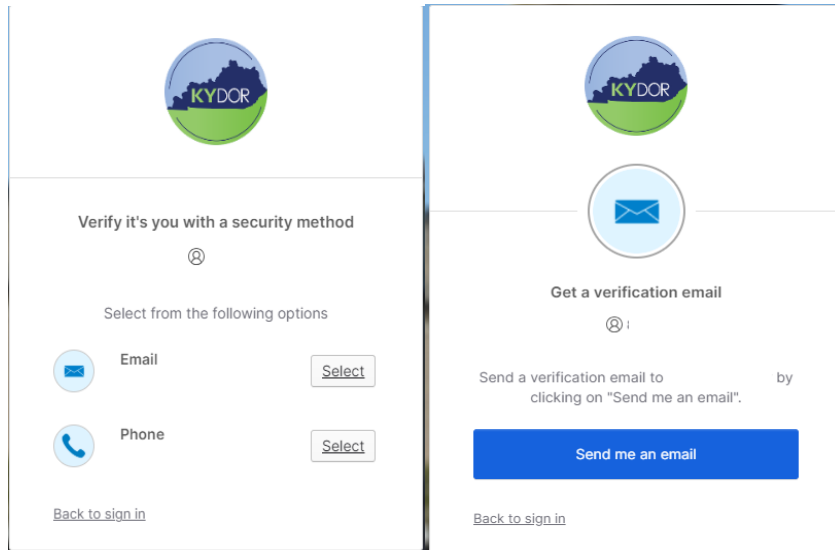
- At least 14 characters
- A lowercase letter
- An uppercase letter
- A number
- A symbol
- No parts of your username
- Does not include your first name
- Does not include your last name
- Password can't be the same as your last 24 passwords
- At least 1 day(s) must have elapsed since you last changed your password

New password

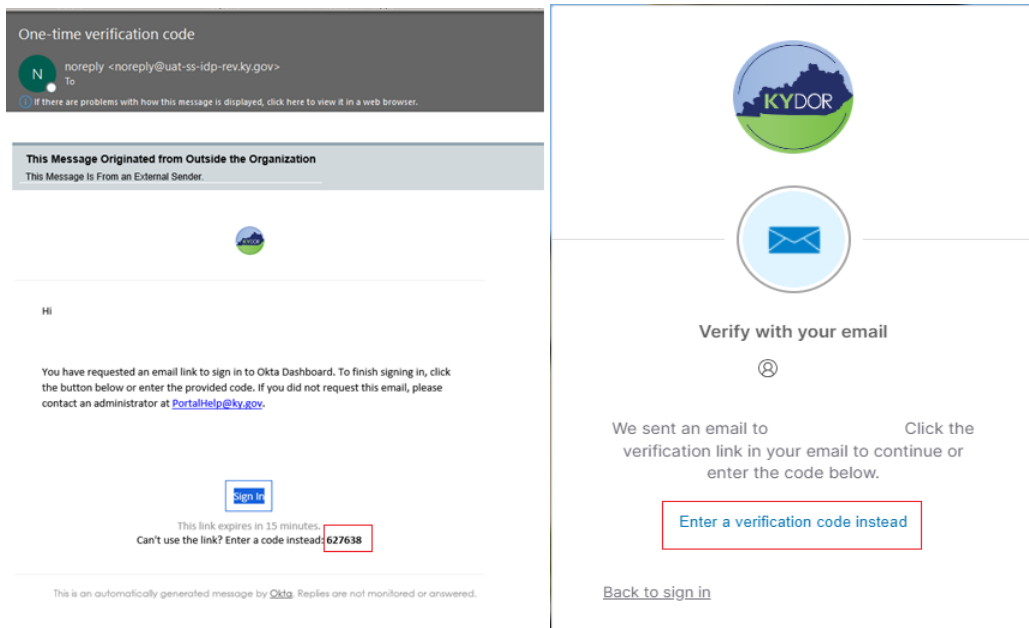
Re-enter password

Change Password

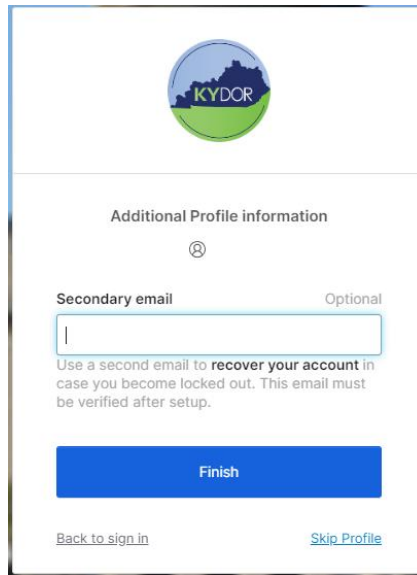
8. System will re-verify after password update. Click select on “Email then “Send me an email”. If phone was setup, select phone and enter code that is sent to phone.



9. 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).

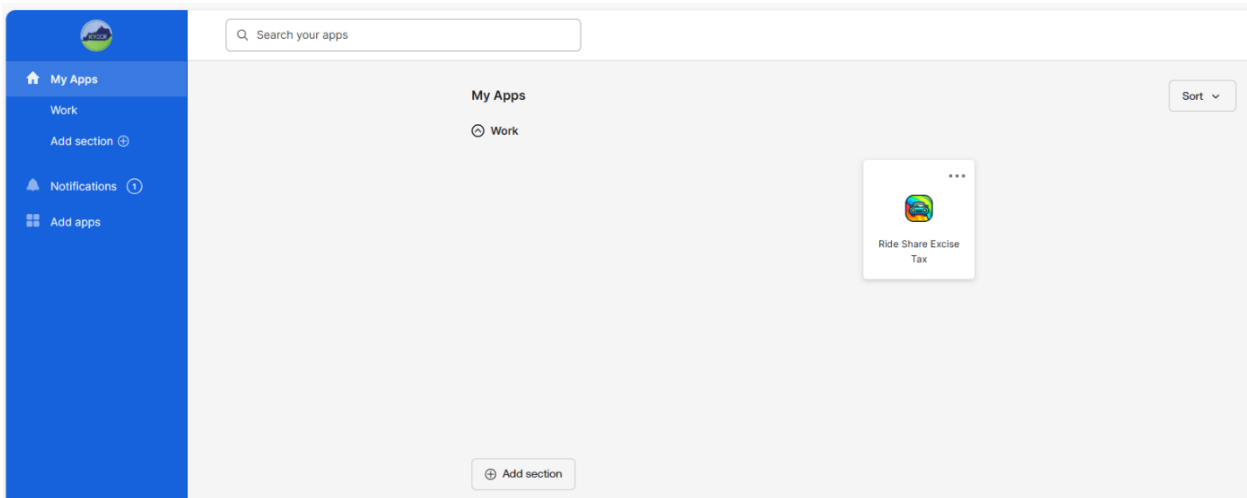


10. Secondary email setup is optional.



The screenshot shows a web form for "Additional Profile information" with the KYDOR logo at the top. The form includes a "Secondary email" field with a placeholder character and the word "Optional" to its right. Below the field is a note: "Use a second email to **recover your account** in case you become locked out. This email must be verified after setup." At the bottom of the form is a blue "Finish" button. Below the button are two links: "Back to sign in" and "Skip Profile".

11. You are now at the dashboard for "My Apps". Click the "Rideshare" app.



The screenshot displays a dashboard titled "My Apps". On the left is a blue sidebar with navigation options: "My Apps" (selected), "Work", "Add section", "Notifications" (with a notification count of 1), and "Add apps". At the top of the main content area is a search bar labeled "Search your apps". Below the search bar, the "My Apps" section is visible, containing a "Work" category. A single app card is shown, titled "Ride Share Excise Tax" with a colorful icon and a three-dot menu icon in the top right corner. At the bottom of the dashboard is an "Add section" button.

12. Click “YES” for an existing account. (“No” is for New Registration)

Motor Vehicle Rental/Ride Sharing Excise 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 motor vehicle rental/ride sharing excise tax report.

Call 502-564-3853 or email KRC.WEBResponseMotorFuels@ky.gov for assistance.

Existing Ride Share account **YES**

Click **No** to complete new registration **NO**

13. Enter your Ride Share [Tax ID](#) and your Ride Share [email address](#) (“Mailing Contacts” tab).

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Tax ID

Tax ID

Email

Email

NEXT

The Kentucky Department of Revenue conducts work under the authority of the Finance and Administration Cabinet.

Contact Site Map

Policies Security Disclaimer Accessibility

Kentucky

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14. An email with a passcode has been sent to the email provided.



The Kentucky Motor Vehicle Rental/Ride Share Excise Tax Account is being migrated to OKTA. Please use below code to complete your account migration process.

Passcode: 585170

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 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.

15. Enter passcode provided.

The screenshot shows a login page for the Motor Vehicle Rental/Ride Sharing Excise Tax. The page title is "Motor Vehicle Rental/Ride Sharing Excise Tax". Below the title, it states "A service of the Kentucky Department of Revenue". The main content area contains a "Passcode" label and a text input field with "Passcode" inside. Below the input field is a blue "LOGIN" button. A paragraph of text provides instructions: "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 motor vehicle rental/ride sharing excise tax report." Below this is another line of text: "Call 502-564-3853 or email KRC.WEBResponseMotorFuels@ky.gov for assistance." The footer contains the text: "The Kentucky Department of Revenue conducts work under the authority of the Finance and Administration Cabinet." followed by links for "Contact" and "Site Map", and "Policies Security Disclaimer Accessibility". The Kentucky logo and copyright notice "© 2017 Commonwealth of Kentucky. All rights reserved. Kentucky.gov" are also present.

16. Login credentials have been updated.

The screenshot shows a user dashboard after login. The top navigation bar is blue with the "REVENUE" logo and text. Below the navigation bar, there are links for "Ride Sharing", "My Account", and a "LOGOUT" button. The main content area is divided into two columns. The left column is titled "Ride Share Tax Reporting" and contains three items: "Create A Return", "Temporary Ride Share Tax Report List", and "Ride Share Reports". The right column is titled "My Account" and contains four items: "Payment Information", "Messages", "NEW ANNOUNCEMENT!", and "Registration Information". At the top right of the main content area, there are links for "PAGE HELP", "HOW DO I?", and "INSTRUCTIONS". The footer is identical to the previous screenshot, containing the text: "The Kentucky Department of Revenue conducts work under the authority of the Finance and Administration Cabinet." followed by links for "Contact" and "Site Map", and "Policies Security Disclaimer Accessibility". The Kentucky logo and copyright notice "© 2017 Commonwealth of Kentucky. All rights reserved. Kentucky.gov" are also present.