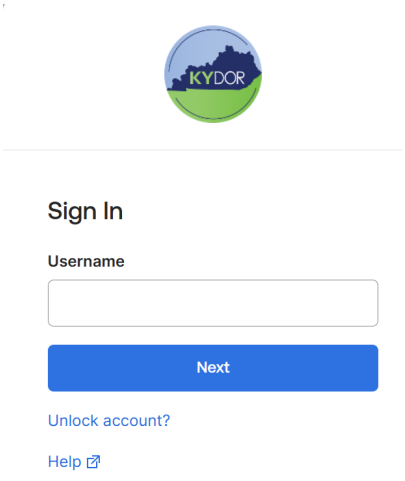
Already have an existing MyTaxes Account for KY File

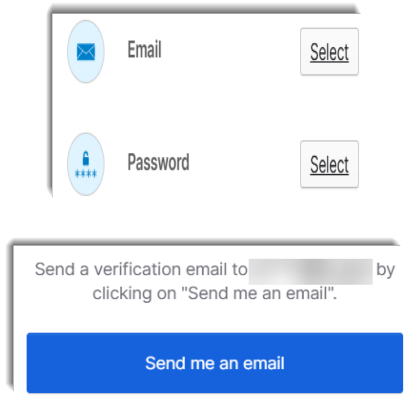
⚠ For technical assistance with your account, contact the Customer Contact Center at 502-764-5555 or email portalhelp@ky.gov.

1. Enter your username and hit next.

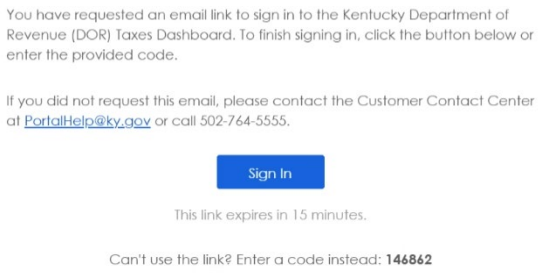
   Username will no longer be your email address. If you do not have a username, please see instructions for how to create a MyTaxes account that will be used to enter KY File.



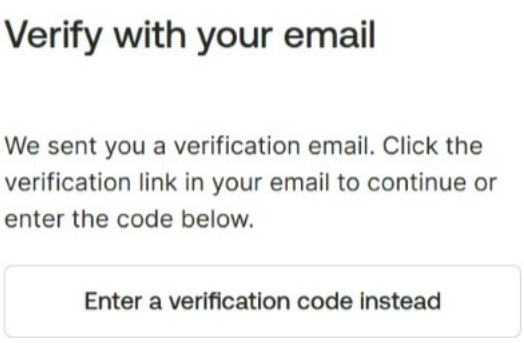
2. Click the **Select** button across from **Email** the first time you sign-in. Then choose **send me an email.**



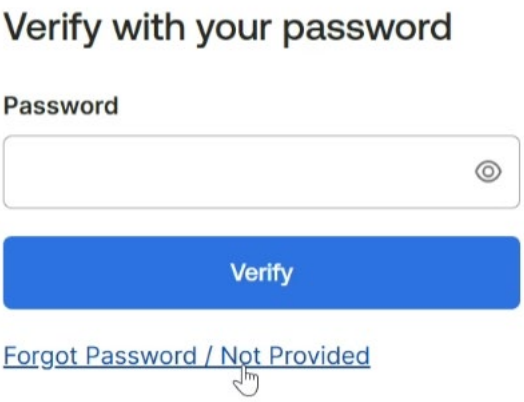
3. Navigate to your email and select the **Welcome to Kentucky DOR Taxes Dashboard** email to retrieve your 6-digit code.



4. Choose **enter a verification code instead**. Enter the 6-digit code

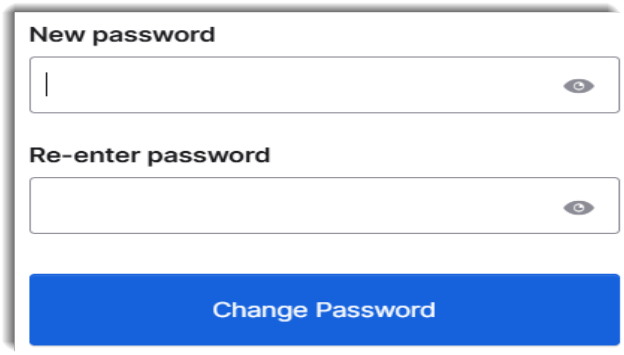


5. Select **Forgot Password/Not Provided**

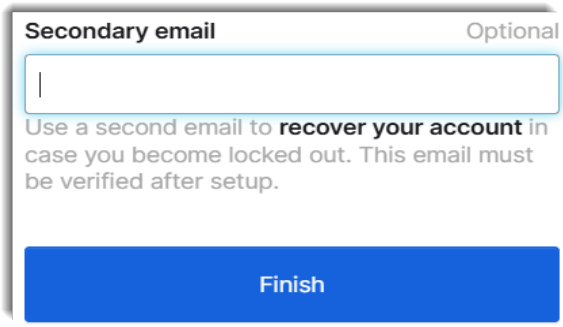


6. The page will prompt you to create a new password. Follow the rules and enter your new password into both fields and click **Change Password**.

*Password must have 14 characters and must use one special character.



7. The page will prompt you to create a secondary email. To skip this step, click the **Finish** button.



8. Click on the KY File widget on the MyTaxes Dashboard screen or choose the Get Started Button on the KY File Landing Page.