

MYTAXES

HOW TO SIGN IN

DOR User Guide



Disclaimer: The information in this presentation is for educational and informational purposes only and does not constitute legal advice. Information is presented as an overall review that is subject to law changes and may not apply to all statutes. Information in this presentation is believed to be accurate as of the date of publication. In the event that any information in this manual is later determined to be in error, this manual cannot be used by taxpayers in supporting a specific position or issue before the Department of Revenue, as it does not constitute statutory or regulatory authority.



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User	Explanation
MyTaxes Users	Users with a MyTaxes username that have previously signed into the MyTaxes website (MyTaxes.ky.gov)





Sign in to your MyTaxes User Account

Follow the steps below to sign in to your User Account in **MyTaxes**:

1. Type MyTaxes.ky.gov in your browser and click the **Log in Now** button across from Log In.

Log in
Already have an account? **Log In Now**

2. Type your MyTaxes Username into **Username** field and click the **Next** button.

Username

Next

3. Click the **Select** button across from **Password** and enter your password into the password field, then click the **Verify** button to move on.

Email **Select**
Password **Select**
Verify

4. A sign in verification message will appear. Click the **Send me an email** button.

Send a verification email to [redacted] by clicking on "Send me an email".
Send me an email

5. Navigate to your email and open the **One Time Verification** email.

noreply
One-time Verification Code ... 11:18 AM
Hi You have requested

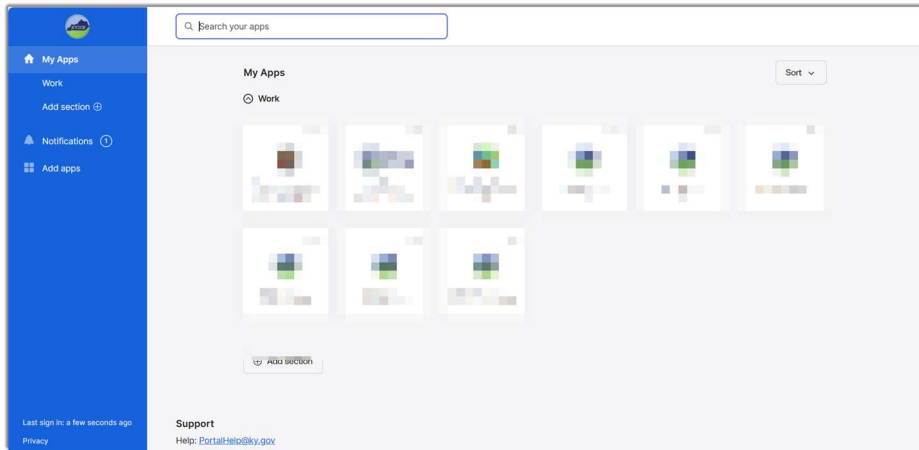
6. Click **Sign In** or Copy and paste the six-digit verification code in the **Enter a verification Code Instead** link on the previous page.

Sign In
This link expires in 5 minutes.
Can't use the link? Enter a code instead: [redacted]

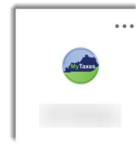




The MyTaxes Dashboard Displays.



7. When the MyTaxes dashboard appears, click the **MyTaxes** widget to navigate to your account page.





Associating/ Linking your Tax Account with your MyTaxes Username

Follow the steps below to associate (link) your tax account with your **MyTaxes** Username:

1. Select an option to associate (link) your tax account to your MyTaxes User Account and select the **Next** button.

I would like to enter information from my most recently filed corporate income tax/LLC/1 return

I would like to enter information from my most recently filed Sales and Use Tax Return, use this option for CMRS, tire, and transient room taxes as well

I would like to enter information from my most recently filed Consumers Use Tax Return

I would like to enter information from my most recently filed employer's withholding tax return

I would like to enter information from my most recently filed Non-Resident Withholding Tax Return

I do not have enough information about my business and I need a PIN letter

I have received my PIN letter and would like to request access to my business using my PIN

Back Cancel Next

2. Provide the information for the option you selected.

Entity Information

* Kentucky Tax Account ID

Federal Employer Identification Number (FEIN) Enter the FEIN if applicable

* Business Name

* Gross Receipts from most recently filed return Enter a whole dollar amount only. Round to the nearest whole dollar amount when applicable.

NOTE: If you wish to associate (link) your tax account with your MyTaxes Username by using your most recently filed tax return, you are required to provide the information listed below. The recently filed return must have been filed after March 14, 2025.

- Account ID
- FEIN
- Business Name
- Gross Receipts

3. Once you have entered your tax return and account information into the correct fields the KY Tax Portal page will display as shown below.

KY TAXPAYER PORTAL
from the Kentucky Department of Revenue

Home Profile Account Transactions Messages Requests Help FAQ Log Out

Welcome, [User Name]
You have 0 incomplete documents
You last logged in on Thursday, 02/06/2025 11:44 AM

User Profile Summary

Taxpayer Information

Select a Taxpayer

Tax Accounts

Account Type	Account ID	Address	Last Activity Date	Current Balance	Last Period Filed
EMPLOYERS WITHHOLDING TAX/ WITHHOLDING FILING	Account ID: [Redacted]	[Redacted]	02/10/2025	\$521.37	12/31/2024
EMPLOYERS WITHHOLDING TAX/ WITHHOLDING RECONCILIATION	Account ID: [Redacted]	[Redacted]		\$0.00	

Showing 1 to 2 of 2 entries

Outstanding Debts

No Outstanding Debts.
Due to recent system upgrades this portal account may not reflect all of the Department of Revenue accounts associated with this entity. For complete debt information, please contact the Division of Collections at 502-564-4921 x 5357.

