



KIT E-FILE

Kentucky allows KIT License holders to file their KIT tax returns, cancel licenses, change company info, and make payments online.

To get started with KIT Efile, you will need:

- Internet Access.
- A computer with an up to date web browser.
- A Kentucky issued User ID and Password. You can apply for these online. <https://sims.cot.ky.gov/account/createAccount>
- A laser printer if you wish to print returns and/or receipts.

STEP 1: Login and Access your Account

1. Launch your browser and enter <https://drive.ky.gov>
2. From the Gray Bar select **Motor Carriers** drop down, then select **Kentucky Intrastate Tax (KIT)**
3. Click the Blue Tile labeled Kentucky Intrastate Tax (KIT) E-File
4. Enter your User Name and Password / Click **Need Help** if you forgot your password.

STEP 2: Enter KIT Number and click

Next

STEP 3: You will be asked to verify the Company Information, select

Yes No

, and click

Next

STEP 4: Select Tax Period and Year from the drop down boxes

Which year and quarter do you want to file?

Tax Year:

Tax Quarter:

And Click

Next

STEP5: Select the type(s) of fuel you are reporting

Gasoline Special Fuel Both

STEP 6: Enter total miles operated in Kentucky during this period,

then click

Next

STEP 7: Enter the gallons of Fuel consumed/used in Kentucky,

then click

Next

STEP 8: You will be asked if you had off road miles to report, select

Yes No

, then click

Next

STEP 9: You will be asked if all consumed/used fuel was

consumed/used in KY, select

Yes No

, then click

Next

STEP 10: You will be asked if you want to cancel your license, select

Yes No

, and click

Next

STEP 11: You will enter the **Submitter Name** and **Phone Number** and then select from three payment options

Credit Card / ACH

Voucher

*Please note that this message will appear if you are not finished with the filing.

Not Finished until an option above has been selected!

STEP 12: Proceed with payment. A return and confirmation will be sent to the email address associated with the user account.

****Please note that if you select voucher, you need to immediately send in payment for the return to avoid late penalties and/or the cancellation of your license.**