

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. <u>https://sims.cot.ky.gov/account/createAccount</u>
- > A laser printer if you wish to print returns and/or receipts.

STEP 1: Login and Access your Account

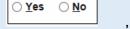
- 1. Launch your browser and enter <u>https://drive.ky.gov</u>
- 2. From the Gray Bar select *Motor Carriers* drop down, then select *Kentucky Intrastate Tax (KIT)*
- 3. Click the Blue Tile labeled
- 4. Enter your User Name and Password / Click Need Help if you forgot your password.

Kentucky Intrastate Tax (KIT) E-File

Next

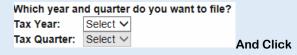
STEP 2: Enter KIT Number and click

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



. and click Next

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



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

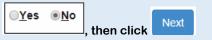
STEP 6: Enter total miles operated in Kentucky during this period,



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



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



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

consumed/used in KY, select ______, then click

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

Next



STEP 11: You will enter the <u>Submitter Name</u> and <u>Phone Number</u> 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.

<u>Not Finished</u> 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.