



Electronic Data Interchange

Frequently Asked Questions

#	Question	Answer
1	Can a filer include combined submissions of returns for Terminal Operator and Distributor in an X12-813 electronic filing and does this require a separate ST – SE Loop?	The submission of returns can be combined in the same file. The Terminal Operator return requires a separate ST – SE Loop when the License number changes.
2	Should a LPG filer report their own non-highway usage of propane or sales of LPG for non-highway purposes?	No. They should only report sales for their own use of propane for propelling licensed motor vehicles.
3	Can LPG be filed using the X12-813 electronic file format?	LPG returns can be sent in an X12-813 electronic file format or enter them manually through the Web Application.
4	Is there a file naming requirement for X12-813 files for electronic filing?	No. There is a limit of 30 characters and should not include special characters
5	Can amendment returns be filed with original returns in an X12-813 electronic file?	Yes they can as long as there aren't any original and amended returns for the same return period and tax type.
6	Is the ST03 (the ST03 is the Version Number in the Transaction Set Header) mandatory?	Filers should include this value in the X12-813 file. You can find the current value in the X12-813 EDI guide posted on the Commonwealth of Kentucky's Motor Fuels webpage.
7	Is the Transaction Set – Summary information required in the X12-813 EDI file transmitted to the Commonwealth?	No, the Transaction Set Summary information is not transmitted in the X12-813 file. This information is entered onto the return after the filer has transferred their data file to the system and it has passed EDI review. An example is the Accountable Loss reported on the face of the gasoline or special fuel returns.
8	If you cannot enter Summary information into the X12-813 electronic filing, how does the filer report that information?	See answer to question 7 above.

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9	Can the X12-813 electronic file format be a continuous string? Can it have a line feed and carriage return after each line?	The X12-813 electronic file format can have either a continuous string or a carriage return line feed after each line.
10	In the ISA08 Exchange Interchange, Receiver ID references a number "614553816T" what is this number?	This number is considered a "Receiver ID" for the Kentucky upload.
11	How does the filer identify the separate returns when multiple licenses/returns are submitted in the same physical file when they only receive one confirmation number?	In the Tax Return Queue, the user will see their confirmation number that includes a sequential number at the end for each return. The license number is displayed on the screen as well so the filer can identify the return they wish to review.
12	What are the different options the filers have to submit returns and how should they decide which one is best for them?	The filers have the options of data entry on the Website and the X12-813 file. When filing large amounts of data, filer should use the X12-813 format.
13	How do the filers submit a Petroleum Storage Tank Environmental Assurance Fee Report?	The filing is automatically generated. It is created from the GD or SF returns.
14	When amending returns what is the process?	You can amend gasoline, special fuels and liquefied petroleum tax type at the same time if you are a licensed dealer. If you submit a combined filing (as an X12-813) for amended returns, the system will process them in one amended return. If it is only a few lines of data being amended, dealers can go to the website, create the amended return, enter the data and file the return online.

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15	How do I need to do anything else?	A return is not filed if the "Certificate" block is unchecked. Original returns filed timely will not process the payment until the due date of the month. At that time, they move from the In Process site to the Filed Returns site.
16	Where do I locate the terminal control numbers (TCN) that are required on my filing?	The TCN numbers are provided by the IRS. The Kentucky DOR has a link to the IRS TCN site at under the heading important links https://revenue.ky.gov/Business/Motor-Fuels-Tax/Pages/default.aspx or in the drop down box for Terminal Operator Number in the schedule.
17	As a Transporter do I provide the Seller or Buyer information?	Yes, we use both the Seller and Buyer in the database.
18	How do I submit payment for the return online?	ACH Debit payers only need to certify the filing and the payment will process either the due date of the return or on the day certified for late filed or amended returns.
19	When I need to add or delete items the button is not available, why?	If the return is in the In Process folder and has been certified, the buttons are not available. Uncertify the return and save it. Then, you can go to the Bill of Lading screen and the buttons will be available for the editing.
20	Can I change my password or do I have to call Motor Fuel Section to get it reset?	Go to the Main Entry Page. In the right hand section of the page, there is a link called Change Password. Click the link and it will allow you to change your password. We recommend you change the password whenever a new person takes over filing your return.