

# How to Add a License to Your EPath Account

**FILE AND PAY AT:**  
<http://sd.gov/epath>

**Step 1:** Visit <https://apps.sd.gov/RV23EPath/Login.aspx> and log in to your EPath Account using your credentials

[EPath Help](#)

## Login >

### Log in to your Account

Username:

Password:

[Forgot your Password?](#)

Continue

### Create an Account

If you are not already using EPath to access your account, create an account now.

Create Account

Watch Video on  
Creating an Account

### Use EPath to file and pay the following taxes:

911 Emergency Surcharge  
Bank Franchise Tax  
Contractors' Excise Tax  
Sales and Use Tax

#### Motor Fuel:

Biodiesel Producer	Blender
Ethanol Broker	Ethanol Producer
Importer/Exporter	LNG
LPG User	LPG Vendor
Supplier	

Make a Payment >

If you don't have an EPath account and need to make a payment by ACH Debit or Credit Card for the Taxes Listed above.

If you owe tax and do not have a tax license, please call 1-800-829-9188.

Due Dates Calendar

ACCESS  
EPATH HELP  
FROM EVERY  
SCREEN

Please refrain from using the browser's back button while using this site.

This site uses SSL (Secure Sockets Layer) encryption to protect your information.

[Privacy Statement](#)

Step 1: At the Main Menu page click Add a License

## Main Menu >

### File and Pay.

- ▶ [File and Pay your Return](#) ⓘ
- ▶ [Upload Additional Documentation](#) ⓘ

▶ [Amend a Return](#) ⓘ

### Pay Outstanding Balance.

- ▶ [Payment Only](#) ⓘ

### Select an account function to perform.

- ▶ [Add/Edit User Accounts](#) ⓘ
- ▶ [Cancel Licenses](#)
- ▶ [Print License Card](#)

▶ [Change Profile](#) ⓘ

▶ [Add a License](#)

▶ [Renew your Alcohol Tax License](#)

### View History.

- ▶ [View Account Activity](#) ⓘ
- ▶ [View Pending Items](#) ⓘ

▶ [View/Edit Pending Electronic Payments](#) ⓘ

▶ [View Deleted Electronic Payments](#) ⓘ

Log out

**Step 1:** Enter the license number of the account you wish to add as it appears on your license card

**Step 2:** Enter the owner or business name (DBA) exactly as it appears on your license card, tax return, or statement of account notice.

**Step 3:** Enter the whole dollar amount of tax due or refund claim amount (excluding any interest or penalty) from your last non-zero return filed with the South Dakota Department of Revenue.

**Step 4:** Click **Add**

**Profile** >

[Main Menu](#)

[Logout](#)

[Assigned Licenses](#)

[Add License](#) >

[Account Info](#)

[Email Reminder](#)

[Payment Accounts](#)

[Change Password](#)

[Update License Info](#)

[Update Contacts](#)

### Add a Related License

License Number:

Owner/DBA:

Tax due on last non-zero return:

## IMPORTANT

- ✓ If you are adding a Marketer License you will enter your refund claim amount as a negative number.
- ✓ If you are adding a Supplier License you will record the amount from line 20 of the return
- ✓ If you are adding an Importer/Exporter license you will record the amount from line 19 of the return
- ✓ If you have only filed returns indicating no tax due, you will need to call the Department of Revenue at one of the following numbers in order to get it added to your account.

- ❑ 605-773-8178
- ❑ 605-394-3397
- ❑ 605-367-5259

## Profile >

[Main Menu](#)

[Logout](#)

[Assigned Licenses](#)

[Add License](#) >

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### Add a Related License

- License Number:
- Owner/DBA:
- Tax due on last non-zero return:

**The license has been successfully added** ←

Add

If the license addition was successful you will receive this message and the fields will be cleared out.

Find additional information and instructions for using EPath  
at: <http://dor.sd.gov/epath/>

## *Questions?*

Call: 605.773.8178

Email: [sdmotorfuel@state.sd.us](mailto:sdmotorfuel@state.sd.us)