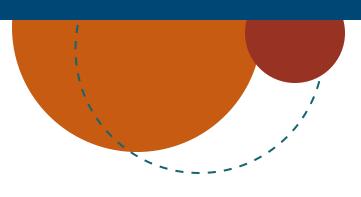


# CNG Vendor Manual EPath Filing Guide



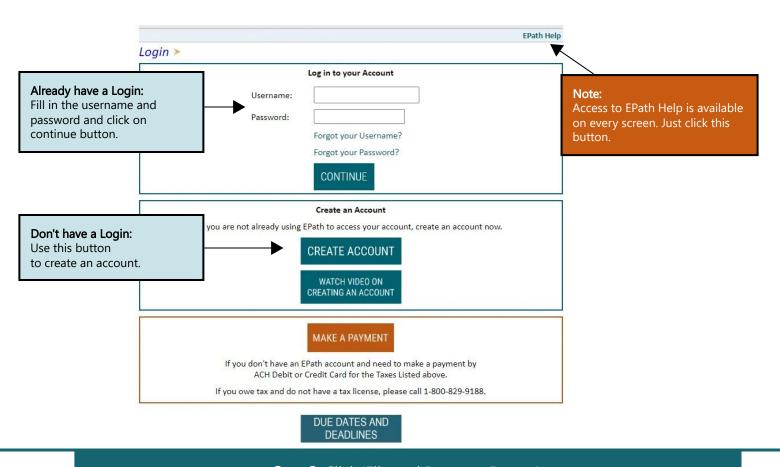




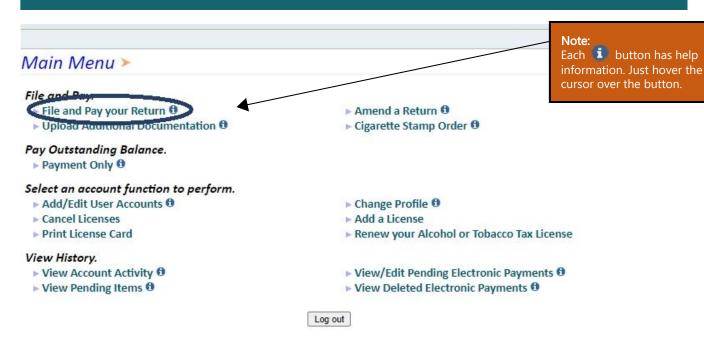
# **How to File and Pay your Return**



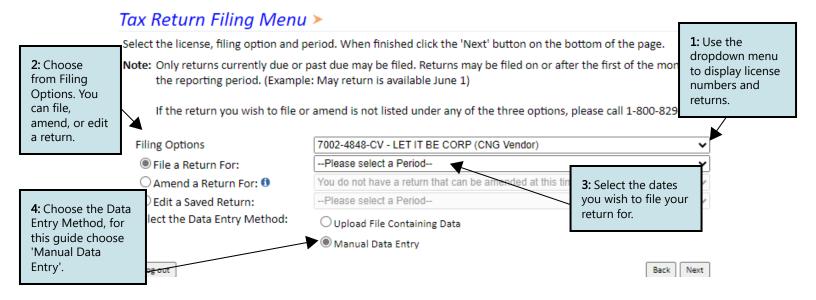
#### **Step 1:** Open <u>www.sd.gov/epath</u>. Log in or Create Account in EPath.



#### **Step 2:** Click 'File and Pay your Return'.



Step 3: Fill out necessary information (details below). Then click 'Next'.



#### **Step 4:** Schedule Types.

• You will only be reporting liquid natural gas sales, so the product type will always be 225. The schedule types you will use are listed below, depending on the type of activity conducted. When uploading an electronic schedule, the following schedule types will automatically record the gallons you report on the line listed in the description box.

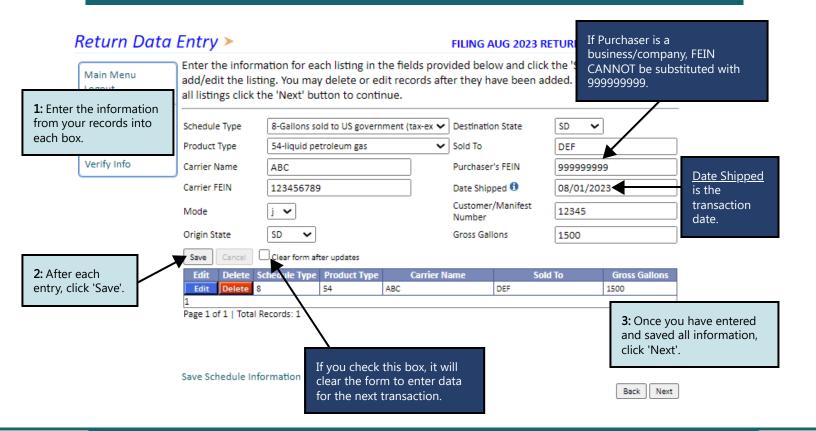
Schedule Type	Description
8	This schedule type will be used to report transactions where gallons sold tax exempt to the US Government. This amount will be reported on <u>Line 1</u> of the tax return.
5	This schedule type will be used to report where tax was collected on CNG used for fuel taxable purposes. This amount will be reported on <u>Line 2</u> of the tax return.

# **Step 5:** Modes of Transfer.

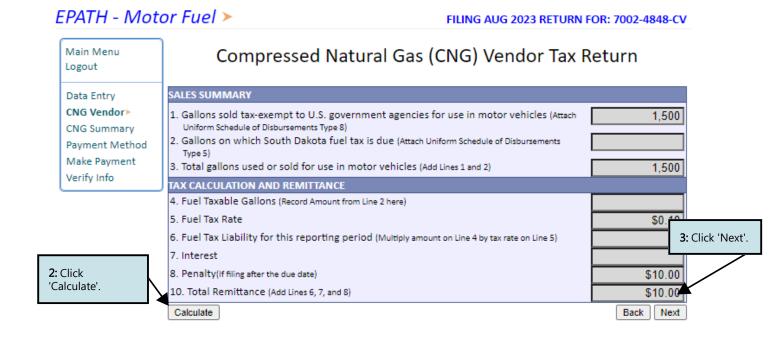
• How the fuel was transported will also need to be listed on the schedule. The modes of transfer codes that will be used and what they stand for are listed below.

Mode	Description
J	Truck
R	Rail Car
В	Barge
PL	Pipeline

#### Step 6: Fill out necessary information (details below). Then click 'Next'.



Step 7: Fill out necessary information (details below).



## Step 8: Review all information then click 'Next'.

#### Epath-Motor Fuel >

#### FILING AUG 2023 RETURN FOR: 7002-4848-CV

Main Menu Logout	Compressed Natural Gas (CNG) Vendor Tax Ret	urn
Data Entry	SALES SUMMARY	
CNG Vendor	Gallons sold tax-exempt to U.S. government agencies for use in motor vehicles (Attach Uniform Schedule of Disbursements Type 8)	1,500
Payment Method	2. Gallons on which South Dakota fuel tax is due (Attach Uniform Schedule of Disbursements Type 5)	0
,	3. Total gallons used or sold for use in motor vehicles (Add Lines 1 and 2)	1,500
Make Payment	TAX CALCULATION AND REMITTANCE	
Verify Info	4. Fuel Taxable Gallons (Record Amount from Line 2 here)	0
	5. Fuel Tax Rate	\$0.10
	6. Fuel Tax Liability for this reporting period (Multiply amount on Line 4 by tax rate on Line 5)	\$0.00
	7. Interest	\$0.00
	8. Penalty(If filing after the due date)	\$10.00
	9. Total Remittance (Add Lines 6, 7, and 8)	\$10.00
	View Printer Friendly Version	Back Next

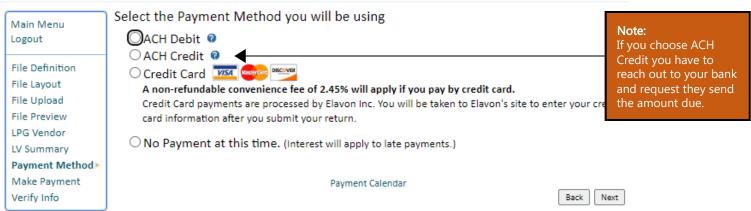
#### Note:

You will NOT be able to print your return after it is submitted. Click 'View Printer Friendly Version' to print your return.

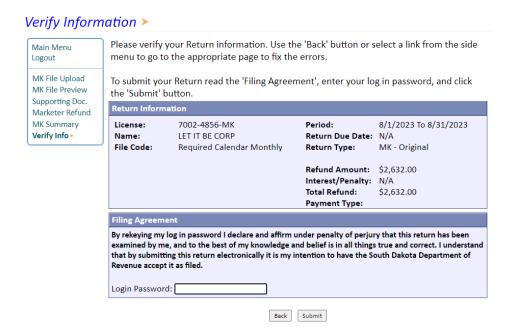
**Step 9:** Payment, if no tax is due you will not reach this page. After filling out all necessary information click 'Next'.

# Payment Method >

#### FILING AUG 2023 RETURN FOR: 7002-4855-LV



## Step 10: Review all information, type in your password, then click 'Next'.



**Step 11:** Confirmation page will appear that will allow you to print the return should you want to. You may also check your account activity to verify that you successfully completed your return.

#### View History.

- View Account Activity 6
- ▶ View Pending Items €

Have Additional Questions: Call: 605-773-8178 Email: sdmotorfuel@state.sd.us