



# LPG User EPath Filing Guide

# How to File and Pay your Return

**Step 1:** Open [www.sd.gov/epath](http://www.sd.gov/epath). Log in or Create Account in EPath.

The screenshot shows the EPath user interface. At the top right is a link for "EPath Help". Below it is a "Login" link. The main content area is divided into three sections: "Log in to your Account" with fields for Username and Password, and buttons for "Forgot your Username?", "Forgot your Password?", and "CONTINUE"; "Create an Account" with a "CREATE ACCOUNT" button and a "WATCH VIDEO ON CREATING AN ACCOUNT" button; and "MAKE A PAYMENT" with a "MAKE A PAYMENT" button. At the bottom is a "DUE DATES AND DEADLINES" button. Callout boxes provide instructions for users who already have a login versus those who do not.

**Already have a Login:**  
Fill in your username and password and click on continue button.

**Note:**  
Access to EPath Help is available on every screen. Just click this button.

**Don't have a Login:**  
Use this button to create an account.

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

The screenshot shows the "Main Menu" of the EPath system. The "File and Pay" section is highlighted, with "File and Pay your Return" circled in blue. Other menu items include "Amend a Return", "Cigarette Stamp Order", "Pay Outstanding Balance", "Select an account function to perform", and "View History". A "Log out" button is at the bottom. A callout box explains that the information icon (i) on each button provides help information.

**Note:**  
Each **i** button has help information. Just hover the cursor over the button.

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

EPATH Help

**Filing Menu** >

Choose a filing option and period. When finished click the 'Next' button on the bottom of the page.  
 Returns currently due or past due may be filed. Returns may be filed on or after the first of the month after the reporting period. (Example: May return is available June 1)

If the return you wish to file or amend is not listed under any of the three options, please call 1-800-829-9188.

**Filing Options**

File a Return For:  
 Amend a Return For: ⓘ  
 Edit a Saved Return:

7002-4854-LU - LET IT BE CORP (LPG User) [v]

--Please select a Period-- [v]

--Please select a Period-- [v]

JUL 2021 - DEC 2021 (Custom Return)

JAN 2021 - JUN 2021 (Custom Return)

Log out [Back] [Next]

**2:** Choose from Filing Options. You can file, amend, or edit a return.

**1:** Use the dropdown menu to display license numbers and returns.

**3:** Use the dropdown menu to display period information.

**Step 4: Fill out necessary information (details below). Review all entries, click 'Calculate', then click 'Next'.**

**EPATH - Motor Fuel** >

Main Menu  
Logout

LPG User >  
LU Summary  
Payment Method  
Make Payment  
Verify Info

### Liquefied Petroleum Gas (LPG) User Tax Return

| VEHICLE INFORMATION  | Vehicle 1 | Vehicle 2 | Vehicle 3 | Vehicle 4 |
|--|-----------|-----------|-----------|-----------|
| 1. Odometer reading from last day of prior reporting period                        |           |           |           |           |
| 2. Odometer reading from last day of current reporting period                      |           |           |           |           |
| 3. Miles driven during current reporting period                                    | 0         | 0         | 0         | 0         |
| 4. Miles driven off of roads and highways  |           |           |           |           |
| 5. Highway use miles   | 0         | 0         | 0         | 0         |
| 6. Vehicle's Average Miles Per Gallon (MPG) - Determine from your records          |           |           |           |           |
| 7. Gallons consumed during period  | 0         | 0         | 0         | 0         |
| 8. Tax-paid gallons of LPG purchased during the current reporting period           |           |           |           |           |
| 9. Gallons consumed with no tax paid   | 0         | 0         | 0         | 0         |
| 10. Total gallons consumed with no tax paid (Add Columns A through D Line 9)       |           |           |           | 0         |
| 11. Tax Rate   |           |           |           | \$0.20    |
| 12. Total Fuel Tax Due   |           |           |           | \$0.00    |
| <b>SALES TAX WORKSHEET</b>   |           |           |           |           |
| 13. Total gallons LPG received from all sources during this reporting period       |           |           |           |           |
| 14. Total cost of all fuel (excluding all state and federal taxes) list on line 13 |           |           |           |           |
| 15. Average cost per gallon, excluding state taxes                                 |           |           |           | \$0.00    |
| 16. Total gallons used for off road commercial purposes or for heating purposes    |           |           |           |           |
| 17. Total gallons on which sales tax was paid at the time of purchase              |           |           |           |           |
| 18. Net gallons subject to sales tax   |           |           |           | 0         |
| 19. Total cost of gallons subject to sales tax                                     |           |           |           | \$0.00    |
| 20. Sales Tax Due  |           |           |           | \$0.00    |
| <b>TAX COMPUTATION</b>   |           |           |           |           |
| 21. Total Tax Liability  |           |           |           | \$0.00    |
| 22. Interest   |           |           |           | \$0.00    |
| 23. Penalty  |           |           |           | \$10.00   |
| 24. Total Due  |           |           |           | \$10.00   |

Calculate [Back] [Next]

- Line 1:** Odometer readings from the last day of the prior reporting period.
- Line 2:** Odometer readings from the last day of the current reporting period.
- Line 4:** Miles driven off-road.
- Line 6:** Vehicle's average miles per gallon.
- Line 8:** Gallons of LPG purchased (tax paid).
- Line 13:** Gallons of LPG received.
- Line 14:** Total cost of fuel.
- Line 16:** Total gallons used off-road.
- Line 17:** Total gallons in which sales tax was paid.

**Step 5: Review all entries before continuing process. Click 'Next' when ready.**

EPATH - Motor Fuel >

- Main Menu
- Logout
- LPG User
- LU Summary >
- Payment Method
- Make Payment
- Verify Info

Liquefied Petroleum Gas (LPG) User Tax Return

| VEHICLE INFORMATION   | Vehicle 1 | Vehicle 2 | Vehicle 3 | Vehicle 4 |
|---|-----------|-----------|-----------|-----------|
| 1. Odometer reading from last day of prior reporting period   | 0         | 0         | 0         | 0         |
| 2. Odometer reading from last day of current reporting period   | 0         | 0         | 0         | 0         |
| 3. Miles driven during current reporting period (Subtract Line 1 from Line 2)   | 0         | 0         | 0         | 0         |
| 4. Miles driven off of roads and highways   | 0         | 0         | 0         | 0         |
| 5. Highway use miles (Subtract Line 4 from Line 3)  | 0         | 0         | 0         | 0         |
| 6. Vehicle's Average Miles Per Gallon (MPG) Determine from your records   | 0         | 0         | 0         | 0         |
| 7. Gallons consumed during period (Divide Line 5 by Line 6)   | 0         | 0         | 0         | 0         |
| 8. Tax-paid gallons of LPG purchased during the current reporting period (Your records must contain copies of sales tickets for all tax-paid fuel purchases claimed on this line) | 0         | 0         | 0         | 0         |
| 9. Gallons consumed with no tax paid (Subtract Line 8 from Line 7)  | 0         | 0         | 0         | 0         |
| 10. Total gallons consumed with no tax paid (Add Columns A through D Line 9)  | 0         |           |           |           |
| 11. Tax Rate  |           |           |           | \$0.200   |
| 12. Total Fuel Tax Due (Multiply Line 10 by Line 11)  |           |           |           | \$0.00    |
| <b>SALES TAX WORKSHEET</b>  |           |           |           |           |
| 13. Total gallons LPG received from all sources during this reporting period  |           |           |           | 0         |
| 14. Total cost of all fuel (excluding all state and federal taxes) list on line 13  |           |           |           | \$0.00    |
| 15. Average cost per gallon, excluding state taxes (Divide Line 14 by Line 13)  |           |           |           | \$0.00    |
| 16. Total gallons used for off road commercial purposes or for heating purposes   |           |           |           | 0         |
| 17. Total gallons on which sales tax was paid at the time of purchase   |           |           |           | 0         |
| 18. Net gallons subject to sales tax (Subtract line 17 from Line 16)  |           |           |           | 0         |
| 19. Total cost of gallons subject to sales tax (Multiply Line 18 by Line 15)  |           |           |           | \$0.00    |
| 20. Sales Tax Due (Multiply Line 19 by \$0.045)   |           |           |           | \$0.00    |
| <b>TAX COMPUTATION</b>  |           |           |           |           |
| 21. Total Tax Liability (Add Line 12 and Line 20)   |           |           |           | \$0.00    |
| 22. Interest  |           |           |           | \$0.00    |
| 23. Penalty (if filing after due date)  |           |           |           | \$10.00   |
| 24. Total Due (Add Lines 21, 22, and 23)  |           |           |           | \$10.00   |

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

[View Printer Friendly Version](#)

[Back](#) [Next](#)


**Step 6: Payment.** If no tax is due you will not reach this page. After filling out all necessary information click 'Next'.

Payment Method >

FILING DEC 2021 RETURN

- Main Menu
- Logout
- LPG User
- LU Summary
- Payment Method >
- Make Payment
- Verify Info

Select the Payment Method you will be using

- ACH Debit ?
- ACH Credit ?
- Credit Card 

**A non-refundable convenience fee of 2.45% will apply if you pay by credit card.**

Credit Card payments are processed by Elavon Inc. You will be taken to Elavon's site to enter your credit card information after you submit your return.

- No Payment at this time. (Interest will apply to late payments.)

[Payment Calendar](#)

[Back](#) [Next](#)

**Note:**  
If you choose ACH Credit you have to reach out to your bank and request they send the money.

**Step 7:** Verify all information, clicking 'Submit' will finalize the filing process. Make sure to Look everything over one more time.

|   |   |
|---|---|
| <p>Main Menu<br/>Logout</p> <p>LPG User<br/>LU Summary<br/>Payment Method<br/>Make Payment<br/>Verify Info &gt;</p> | <p>Please verify your Return information. Use the 'Back' button or select a link from the side menu to go to the appropriate page to fix the errors.</p> <p>To submit your Return read the 'Filing Agreement', enter your log in password, and click the 'Submit' button.</p> |
|---|---|

| Return Information |                |                   |               |
|--------------------|----------------|-------------------|---------------|
| License:           | 7002-4854-LU   | Period:           | 12/2021       |
| Name:              | LET IT BE CORP | Return Due Date:  | 1/20/2022     |
| File Code:         | Custom         | Return Type:      | LU - Original |
|                    |                | Total Tax Due:    | \$0.00        |
|                    |                | Interest/Penalty: | \$10.00       |
|                    |                | Total Due:        | \$10.00       |
|                    |                | Payment Type:     | None          |

| Filing Agreement   |                          |
|--|--------------------------|
| <p>By rekeying my log in password I declare and affirm under penalty of perjury that this return has been examined by me, and to the best of my knowledge and belief is in all things true and correct. I understand that by submitting this return electronically it is my intention to have the South Dakota Department of Revenue accept it as filed.</p> |                          |
| Login Password:  | <input type="password"/> |

**Note:**  
You must input your password before pressing 'Submit'. If you do not do this you will not have completed the process.



**Step 8:** 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.


**Confirmation Information >**

| Confirmation         |                           |
|----------------------|---------------------------|
| Confirmation Number: | <b>115013541694570827</b> |
| Date Submitted:      |                           |

| Return            |                      |
|-------------------|----------------------|
| License:          | <b>3000-1000-LU</b>  |
| Period:           | <b>02/2016</b>       |
| Return Type:      | <b>LU - Original</b> |
| Return Due Date:  | <b>Mar 23</b>        |
| Total Amount Due: | <b>-\$790.00</b>     |

[View/Print Full Return](#)

- View History.**
- ▶ [View Account Activity](#) 
  - ▶ [View Pending Items](#) 

**Have Additional Questions:** 

Call: 605-773-8178  
Email: [sdmotorfuel@state.sd.us](mailto:sdmotorfuel@state.sd.us)