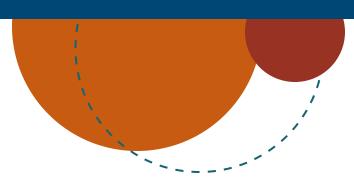


Ethanol Broker Manual EPath Filing Guide



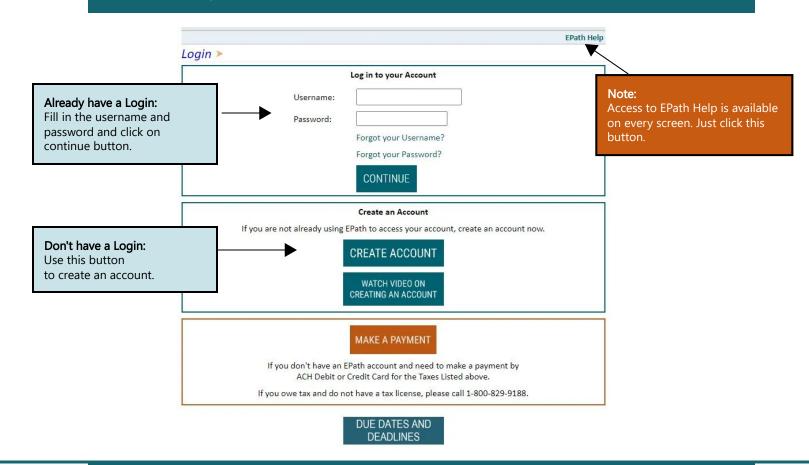




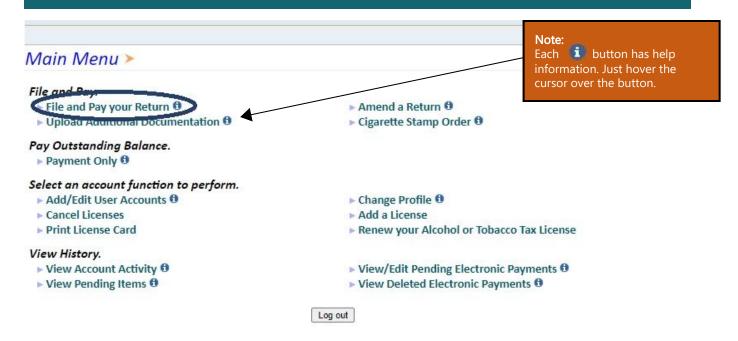
How to File and Pay your Return



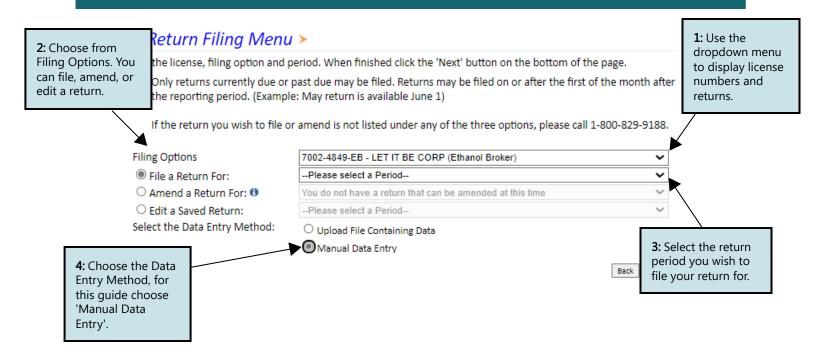
Step 1: Open www.sd.gov/epath. Log in or Create Account in EPath.



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 petroleum gas sales, so the product type will always be 54. 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.

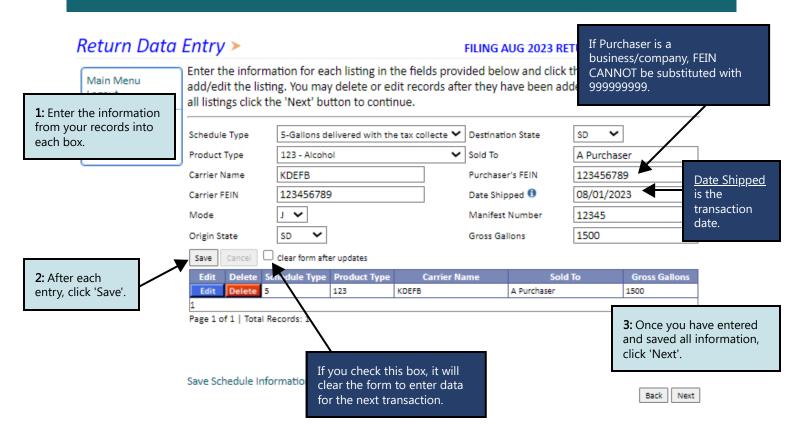
Schedule Type	Description	Line of Return
турс		ne turn
2Ь	This schedule type will report gallons received with tax unpaid.	1
6a	This schedule type will report gallons sold tax exempt to licensed exporters for an out-of-state destination.	2
8	This schedule type will report gallons sold tax exempt to U.S. Government entities.	3
10	This schedule type will report gallons sold to other tax exempt entities.	4
5	This schedule type will report gallons sold/delivered with tax collected.	5

Step 5: Modes of transfer.

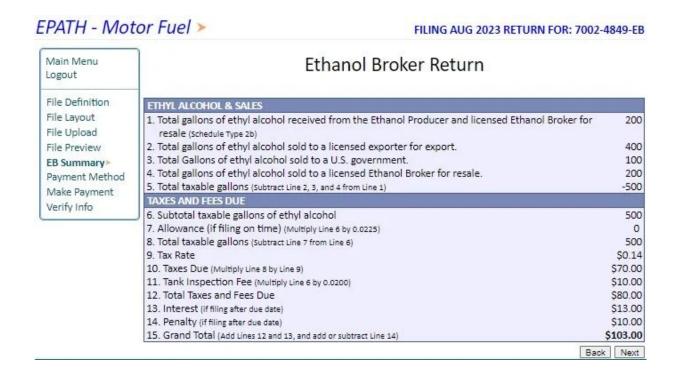
• How the fuel was transported will also need to be listed on the schedule. The modes of transfer codes that will be used and what they stand for are listed below.



Step 6: Fill out necessary information (details below).



Step 7: Review all information then click 'Next'.



Step 8: Payment, if no tax is due you will not reach this page. After filling out all necessary information click 'Next'.

Payment Method >

Select the Payment Method you will be using OACH Debit @ If you choose ACH O ACH Credit @ Credit you have to O Credit Card VISA CONTROL reach out to your bank A non-refundable convenience fee of 2.45% will apply if you pay by credit card. and request they send Credit Card payments are processed by Elavon Inc. You will be taken to Elavon's site to enter your cre the amount due. card information after you submit your return.

FILING AUG 2023 RETURN FOR: 7002-4849-EB

Main Menu Logout File Definition File Layout File Upload File Preview LPG Vendor O No Payment at this time. (Interest will apply to late payments.) LV Summary Payment Method> Make Payment Payment Calendar Verify Info Back Next

Step 9: Review all information, type in your password, then click 'Next'.

Verify Information > Please verify your Return information. Use the 'Back' button or select a link from the side Main Menu Logout menu to go to the appropriate page to fix the errors. MK File Upload To submit your Return read the 'Filing Agreement', enter your log in password, and click MK File Preview the 'Submit' button. Supporting Doc. Return Information Marketer Refund MK Summary License: 7002-4856-MK 8/1/2023 To 8/31/2023 Verify Info> Name: Return Due Date: N/A File Code: Required Calendar Monthly MK - Original Return Type: Refund Amount: \$2,632.00 Interest/Penalty: N/A Total Refund: \$2,632.00 Payment Type: 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 Login Password: Back Submit

Step 10: 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 ①
- ▶ View Pending Items 6

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