

If you are scanning your Weekly Reports into PODD, the Department of Revenue will accept as submitted, but does NOT require, your Weekly Recap Report scanned into the PODD archive using the Cover Sheet tool.

To tell DOR that your county is electing to send their Weekly Recap Report to PODD instead of by mail:

1. Click the “Yes” button below.
2. Type in your county’s name.
3. Click “Send”.



Once this has been completed, you no longer mail your Report No R5113, Usage Tax Weekly Recap Report to DOR, because it is included with the Weekly Report items scanned to PODD for MVL.

If you have any questions please contact Will Patterson at Willard.Patterson@ky.gov.