

# Registering to Submit an Election Statement 'txt' file for the Innovative Motor Vehicle (IMV) Credit

## Financing Entities



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Department of Revenue

Taxation Division

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Once logged into your Revenue Online account, select your Income Tax account. If you do not have an Income Tax account, then one will need to be created.

**Logon** [Settings](#) **Alerts** **I Want To**

XYZCO  
XYZ Company  
dor\_taxtraining@state.co.us  
Last logged on 07/13/2017

Pay outstanding balance: \$12,170.00  
There are 2 unread letters

Submit a Power of Attorney  
Submit Year-End Withholding  
Add / Change an EFT Account  
View My EFT Account Numbers  
Send us a message  
Manage payments and returns  
Make a payment

**Corporation** **Customer Names & Addresses**

36114356  
XYZ COMPANY  
101 SHERMAN ST  
DENVER CO 80261-0001

Legal Name: XYZ COMPANY  
Location Address: 101 SHERMAN ST  
DENVER CO 80261-0001  
Mailing Address: Add

**Accounts** **My History/Activity**

Accounts [View More...](#)

Filter

|                                      |                  |        |             |                                     |            |
|--------------------------------------|------------------|--------|-------------|-------------------------------------|------------|
| <a href="#">Corporate Income Tax</a> | 36114356-002-COR | Annual | XYZ COMPANY | 101 SHERMAN ST DENVER CO 80261-0001 | \$1,659.00 |
|--------------------------------------|------------------|--------|-------------|-------------------------------------|------------|



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Select "Finance Entities – Upload Election Statement 'txt' File for the IMV Credit" from the "I Want To" list.

*Note: Requests take 2-3 business days to process.*

**Account** [Settings](#)

XYZCO  
XYZ COMPANY  
36114356

Corporate Income Tax  
36114356-002-COR  
**Balance: \$1,659.00**

**Account Alerts**

- Pay outstanding balance: \$1,659.00
- There is 1 unread letter

**I Want To**

- View My Profile
- File a Protest
- Finance Entities - Upload Election Statement 'txt' File for the IMV Credit
- Manage payments and returns
- Make a payment

Periods My History/Activity Names and Addresses Logons

Periods [View More...](#)

| Period     | Balance    | Return Status | Message      |
|------------|------------|---------------|--------------|
| 12/31/2017 | \$0.00     |               |              |
| 12/31/2016 | \$1,659.00 | Received      | Make Payment |



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Read through the "Instructions" screen. Then, click on the "Next" button.

Menu Home » Corporate Income Tax » Innovative Motor Vehicle Tax Credit Submitter Registration

1. Instructions

### Instructions

Purpose

- Innovative Motor Vehicle submitter access is required to electronically upload Election Statement .txt files.
- Your Innovative Motor Vehicle submitter access will be effective two to three business days after you register.


Eligibility

- An IND, PAR, FID, or COR account login to ROL.

Information Needed To Continue

- Taxpayer name
- Federal ID (SSN, ITIN, FEIN)

Cancel Next >



Mark the boxes to agree to the Terms and Conditions. Then, click the “Submit” button.

## Innovative Motor Vehicle Tax Credit Submitter Registration

1. Instructions

2. Registration for Innovative Motor Vehicle Election Statement ‘txt’ File Submissions

### Registration for Innovative Motor Vehicle Election Statement ‘txt’ File Submissions

Innovative Motor Vehicle Tax Credit Submitter Access Request

This site should be used to upload Innovative Motor Vehicle Election Statement ‘txt’ files.

By accessing the Revenue Online system, all users certify that they have read, understand, and agree to the user certification below:

- I am submitting Innovative Motor Vehicle Tax Credit file(s) that contain information for an individual or individuals that purchased or leased a vehicle with the entity associated with this registration.
- I understand that I will be subject to penalties if I submit fraudulent information. I agree that I am responsible for all action taken with this User ID.
- I am aware that any person who knowingly and willingly make any representation to falsely obtain Colorado Department of Revenue record and/or intends to deceive the Colorado Department of Revenue as to the true identity of an individual could be punished by a fine or imprisonment, or both.

Agree

Agree

Agree

I agree to the above terms and conditions

**Attention:** All information is complete. You may now submit your request using the Submit button at the bottom of this page.

Cancel

< Previous

Submit



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Enter your Password and select "OK" to receive confirmation.

Innovative Motor Vehicle Tax Credit Submitter Registration

1. Instructions 2. Registration for Innovative Motor Vehicle Election Statement 'txt' File Submissions

### Registration for Innovative Motor Vehicle Election Statement 'txt' File Submissions

Innovative Motor Vehicle Tax Credit Submitter Access Request

This site should be used to upload Innovative Motor Vehicle Election Statement 'txt' files.

By accessing the Revenue Online system, all users certify that they have read, understand, and agree to the user certification below:

- I am submitting Innovative Motor Vehicle Tax Credit file(s) that contain information for an individual or individuals that purchased or leased a vehicle with the entity associated with this registration.  Agree
- I understand that I will be subject to penalties if I submit fraudulent information. I agree that I am responsible for all action taken with this User ID.  Agree
- I am aware that any person who knowingly and record and/or intends to deceive the Colorado Department of Revenue or imprisonment, or both.  Agree

I agree to the above terms and conditions

**Attention:** All information is complete. You may now submit your request using the Submit button at the bottom of this page.

This action will submit your access request to the Department of Revenue. Are you sure you wish to continue?

Password



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You will receive either an "Approval" or "Denial" email in 2 to 3 business days. If you receive an "Approval" email, log back into your Revenue Online account and select "Submit an Innovative Motor Vehicle Election Statement 'txt' File" from the "I Want To" list. *Note: This will look similar to a previous step, except it now says "Submit" where it previously said "Financing Entities–Upload."*



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The screenshot shows the Revenue Online account dashboard. At the top, there are three main sections: "Account", "Account Alerts", and "I Want To". The "Account" section displays the user's name (XYZCO), company name (XYZ COMPANY), and tax ID (36114356). It also shows the "Corporate Income Tax" balance of \$1,659.00. The "Account Alerts" section lists five alerts, all indicating "No return on file for 12/31/2016". The "I Want To" section lists several actions, with a red arrow pointing to "Submit an Innovative Motor Vehicle Election Statement 'txt' File". Below these sections is a navigation bar with tabs for "Recent Periods", "My History/Activity", "Names and Addresses", and "Logons". The "Recent Periods" section is active, showing a table with columns for "Period", "Balance", "Return Status", and "Message". The table contains one row for the period 12/31/2017 with a balance of \$0.00.

| Period     | Balance | Return Status | Message |
|------------|---------|---------------|---------|
| 12/31/2017 | \$0.00  |               |         |



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Read through the Instructions screen. Then, click on the “Next” button.

## Vehicle Tax Credit File (.txt)

### 1. Instructions

#### Instructions

##### Purpose

- For tax years commencing on or after January 1, 2017 but before January 1, 2022, a Colorado state income tax credit is available for the qualifying purchase or lease of certain innovative motor vehicles and trucks, respectively.
- This service allows you to electronically submit an Innovative Motor Vehicle Election Statement 'txt' file (for example, IMV.txt).

##### Eligibility

- A tax ID number registered with the Colorado Department of Revenue (SSN, ITIN or FEIN)
- An associated individual, partnership, fiduciary, or corporate income account.
- Attachment must be in .txt format.

##### Information Needed To Continue

- Taxpayer name
- Federal ID (SSN, ITIN, FEIN)
- IMVTCF file

Cancel

Next >



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Mark the “Verify the Submitter Information Below” box and enter your information. Then, click the “Attach a File” button.

Innovative Motor Vehicle Tax Credit File (.txt)

1. Instructions 2. Submit an Innovative Motor Vehicle Election Statement 'txt' File

### Submit an Innovative Motor Vehicle Election Statement 'txt' File

To submit your Innovative Motor Vehicle Election Statement 'txt' file, enter your submitter information below and then attach your file.

Step 1: Verify Submitter Information

Verify the Submitter Information Below

|                 |                            |
|-----------------|----------------------------|
| Federal ID Type | Federal Employer ID Number |
| FEIN            | 84-4563210                 |
| Submitter Name  | XYZCO                      |

Step 2: Attach Your File Below

Attachments [Attach a File](#)

| Type | Name | Description | Size |
|------|------|-------------|------|
|------|------|-------------|------|

[Cancel](#) [Previous](#) [Submit](#)



A pop-up window will appear.

1. Pick the correct file type from the "Type" drop-down box.
2. Add a Description and click the "Choose File" button to select the file from your computer.
3. Click the "Save" button in the pop-up window.

**Innovative Motor Vehicle Tax Credit File (.txt)**

1. Instructions 2. Submit an Innovative Motor Vehicle Election Statement 'txt' File

### Submit an Innovative Motor Vehicle Election Statement 'txt' File

To submit your Innovative Motor Vehicle Election Statement 'txt' file, enter your submitter information below and then attach your file.

Step 1: Verify Submitter Information

Verify the Submitter Information Below

Federal ID Type Federal Employer ID Number  
FEIN 84-4563210  
Submitter Name XYZCO

Step 2: Attach Your File Below

| Type | Description | Size |
|------|-------------|------|
|      |             |      |

Cancel

Attach a File

Previous Submit

**Select a file to attach**

Type Innovative Motor Vehicle Tax Credit Form

Description IMVTESTFILE

Choose File IMVTESTFILE.txt

Save Cancel



Click the "Submit" button.

**Innovative Motor Vehicle Tax Credit File (.txt)**

1. Instructions   2. Submit an Innovative Motor Vehicle Election Statement 'txt' File

### Submit an Innovative Motor Vehicle Election Statement 'txt' File

To submit your Innovative Motor Vehicle Election Statement 'txt' file, enter your submitter information below and then attach your file.

**Step 1: Verify Submitter Information**

Verify the Submitter Information Below

|                 |                            |
|-----------------|----------------------------|
| Federal ID Type | Federal Employer ID Number |
| FEIN            | 84-4563210                 |
| Submitter Name  | XYZCO                      |


**Step 2: Attach Your File Below**

**Attachments** [Attach a File](#)

| Type                           | Name            | Description | Size |                        |
|--------------------------------|-----------------|-------------|------|------------------------|
| Innovative Motor Vehicle Tax C | IMVTESTFILE.txt | IMVTESTFILE | 0    | <a href="#">Remove</a> |

**Attention:** All information is complete. You may now submit your request using the Submit button at the bottom of this page.

[Cancel](#) [< Previous](#) [Submit](#)



Enter your Password to submit your file and click "OK."

Innovative Motor Vehicle Tax Credit File (.txt)

1. Instructions 2. Submit an Innovative Motor Vehicle Election Statement 'txt' File

### Submit an Innovative Motor Vehicle Election Statement 'txt' File

To submit your Innovative Motor Vehicle Election Statement 'txt' file, enter your submitter information below and then attach your file.

Step 1: Verify Submitter Information

Verify the Submitter Information Below

Federal ID Type Federal Employer ID Number

FEIN 84-4563210

Submitter Name XYZCO

Step 2: Attach Your File Below

Attachments

| Type                                | Size | Remove |
|-------------------------------------|------|--------|
| Innovative Motor Vehicle Tax (IMVTE |      |        |

Attention: All information is complete. You

Cancel

Attach a File

Remove

Previous Submit

This action will submit your innovative motor vehicle tax credit file to the Department of Revenue. Please ensure all information is correct before continuing.

Are you sure you wish to continue?

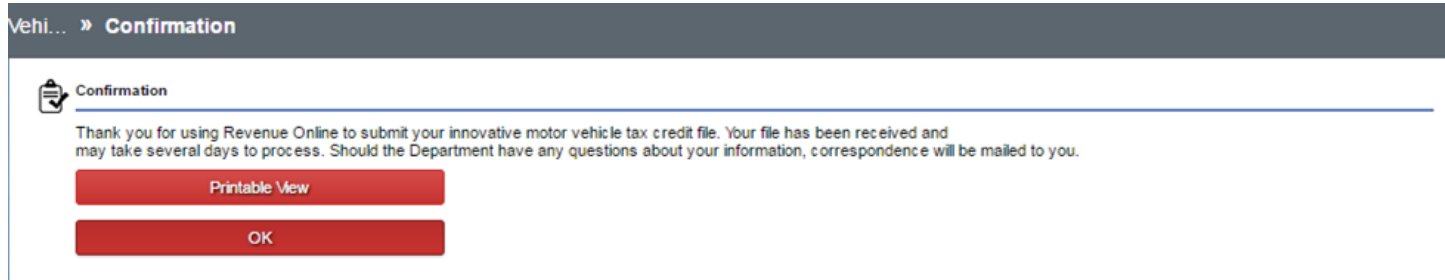
Password

Required

OK Cancel



You will receive a confirmation message on the screen and in your email inbox.  
*For a printable version, click on "Printable View"*  
*If finished, click "OK."*



**Congratulations!**  
**You have successfully submitted your Election Statement 'txt' file.**



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