Texas Department *of* Motor Vehicles

HELPING TEXANS GO. HELPING TEXAS GROW.

Registration and Title System (RTS)
Version 6.5.0

Internet Vehicle Title and Registration Service (IVTRS)
Version 3.6.0

And

Remote Sticker Printing System (RSPS)
Version 2.0.0

October 2010

CONTENTS

At A Glance

This document describes new features, enhancements and defect corrections for the Registration and Title System (RTS) 6.5.0 Internet Vehicle Title and Registration Service (IVTRS) 3.6.0 and Remote Sticker Printing System (RSPS) 2.0.0 release. The visible changes in the RTS, IVTRS and RSPS include:

- Temporary (Timed) Permits
- eReminder Option
- Tow Truck Certification
- State Official Plates
- Exempt Odometer Brand
- Delinquent Transfer Penalty for Seller Financed Sale
- RSPS Subcontractor Plate Age
- Fixes and Activity Changes

Statewide distribution for this release is scheduled for October 11, 2010.

Temporary (Timed) Permits

This is a new process for tracking and storing temporary (timed) permit information through the Registration and Title System (RTS). Temporary (timed) permits include 72-Hour, 144-Hour, 30-Day, One-Trip, and Factory Delivery permits. County tax offices and regional offices now have the ability to issue a timed permit, make an inquiry, reprint a receipt or print a duplicate receipt. Permit fees and insurance verification requirements remain the same.

Timed permit data:

- is available 24/7
- updates are available in real time
- is stored for 24 months
- is processed through RTS at a county tax office or regional offices

Virtual Inventory Permit Patterns

The system now assigns a new 7-digit permit number from virtual inventory in the following format: 1NNNNNB (six numbers and a letter). If a permit is canceled or voided, the system returns the permit number back to inventory.

Server Down

The system assigns a new 7-digit permit number that begins with a nine in the following format: 9NNNNNA (six numbers and a letter).
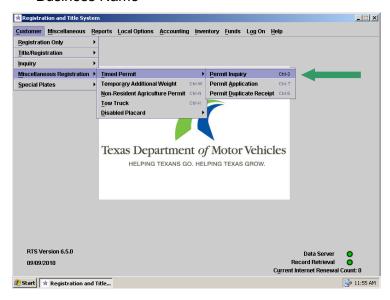
The **Timed Permit** event offers one of three options available for processing:

- Permit Inquiry
- Permit Application
- Permit Duplicate Receipt

Permit Inquiry

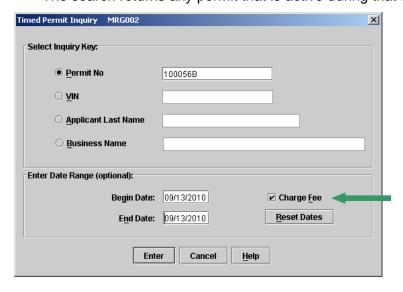This event allows viewing permit information only when selecting one of the following:

- Permit No

- VIN

- Applicant Last Name

- Business Name

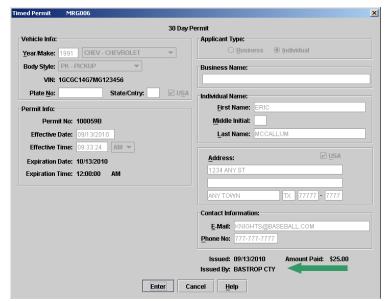Searching by **Date Range** is optional.

- Enter the Permit Number, VIN, Applicant Last Name, or Business Name then enter the dates.

- The search returns any permit that is active during that date range.

When approved uncheck the **Charge Fee** check box.

Until a **Begin Date or End Date** is entered, the **Reset Dates** button is disabled.
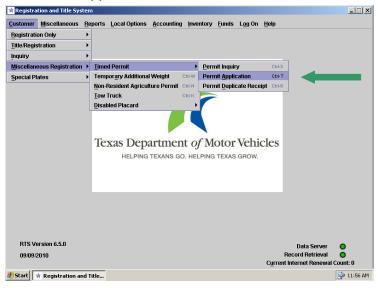
When viewing a permit in the inquiry event, the system disables all permit text.
Press **Enter** to return to the Main Menu.

Once a permit is issued, the county (CTY) or regional office (RO) location appears in the lower right hand corner of the Duplicate Receipt and Inquiry screens.

Permit Application

The Permit Application event allows the issuance of five different permit types.
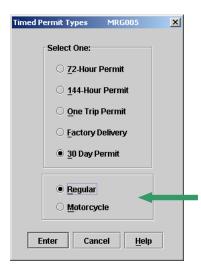
Permit Types:

- 72-Hour
- 144-Hour
- 30-Day
- One-Trip
- Factory Delivery

Enter or check one of the following:
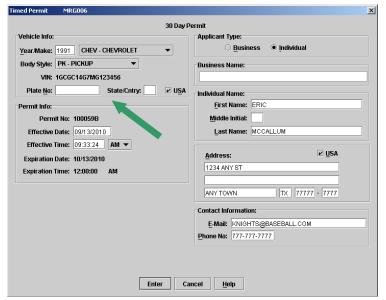
- Enter a VIN
- Select **NO VIN** when applicable
- **Same Vehicle** may be checked when applicable. For example, trailers, machinery etc.

If you select NO VIN, *** NO VIN*** prints on the receipt.

Select a plate type (Regular or Motorcycle) for 30-Day Permits and One-Trip Permits only.

Enter the vehicle and owner information.
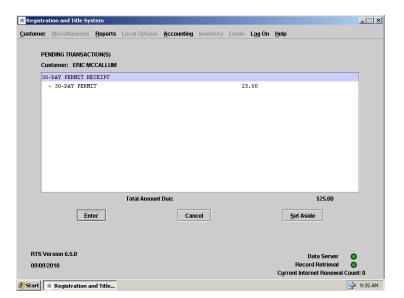
Note: The **Plate No:** and **State/Cntry:** text fields are optional.

USA Check Box

When the USA check box is unchecked, enter the four alpha characters in the **State/Cntry** field that identify the country of origin.

For example:
Mexico – MEXI
Canada - CANA
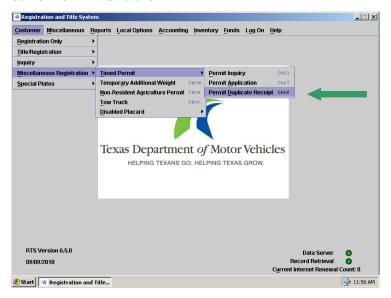
Click **Enter** to complete.
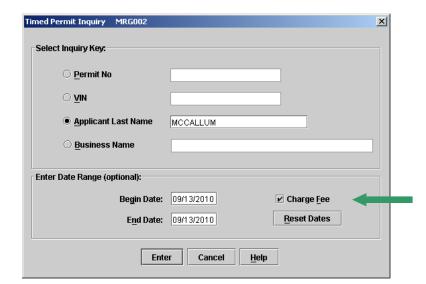
Permit Duplicate Receipt

This event allows the issuance of a duplicate receipt when selecting one of the following:
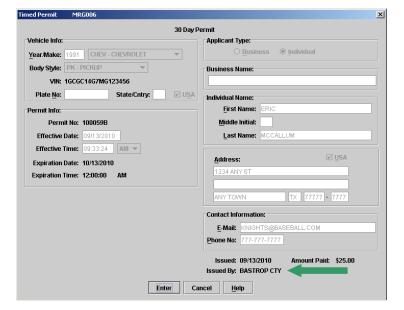
- Permit No
- VIN
- Applicant Last Name
- Business Name

Note: When processing a duplicate receipt, the permit *cannot* be expired. The permit must be current or in the future.

When approved uncheck the **Charge Fee** check box.
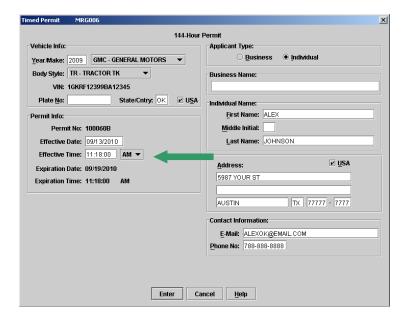
All permit text fields are disabled in the Duplicate Receipt and Inquiry events.

Once a permit is issued, the county (CTY) or regional office (RO) location appears in the lower right hand corner of the Duplicate Receipt and Inquiry screens.
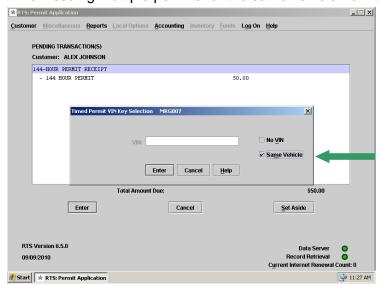
Multiple Sequential Timed Permits

Customers may purchase multiple sequential timed permits to cover their operating time in the state without interruption. These are valid continuously in date and time (back to back) for the time period purchased.
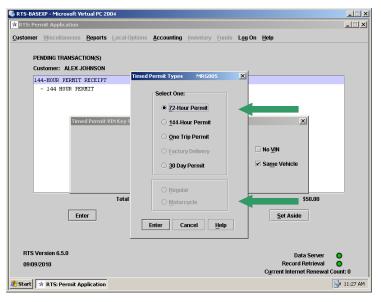
When issuing multiple sequential timed permits, **Same Vehicle** is only available for the same Customer Set.

When issuing multiple permits for the same vehicle from the Pending Transaction screen:

1. Select **Customer** > **Miscellaneous Registration** > **Timed Permit**.
2. Check **Same Vehicle**
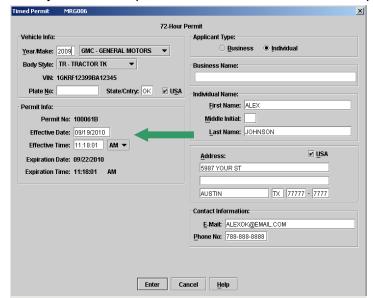
3. Select **Permit** Type

Note: Select one of the following plate types when issuing a 30-Day or One-Trip Permit.

*   Regular
*   Motorcycle

The system issues permits back to back with no interruption in the date and time.

RTS enters the correct **Effective Date** and **Effective Time** for each permit issued in sequence.

You may complete the multiple permits or issue another sequential timed permit.

Receipts

- One original and one duplicate receipt will print in addition to the permit.
- Customers must carry the receipt for permit in the vehicle at all times.

Reprinted Receipts

- Reprinted Permit receipts or Reprinted Duplicate Permit receipts appear in Part J of the Inventory Action Report
- Reprint totals appear on the Funds Inventory Detail and Inventory Summary Reports, including Substation Summary and Countywide.

Voids

The void window is the same for permits as for other RTS transactions.

Search Features and Related Error Messages
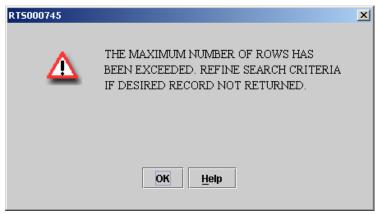
When searching for a permit, enter one of the following search criteria:

- **Permit No** – Enter the Permit No

- **VIN** – Enter the VIN

- **Applicant Last Name** – Enter the last name or first two or three characters of the last name

- **Business Name** – Enter the business name or the first two or three characters
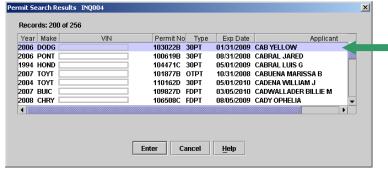
Note: Searching by date range is optional.

Refine a Search

To refine a search, enter first two or three letters of the business name or last name. The maximum number of records returned at one time is 200.

Refined Search

For Example: CA is the first two letters of the business name or last name.
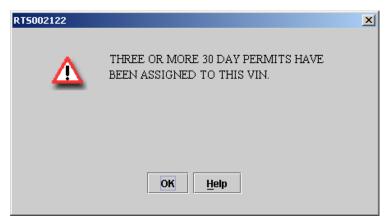
Error Messages

Expired Permit - Error **2121** appears when a new permit is required.

30-Day Permit – Error **2122** appears when three or more 30-Day permits already exist for the VIN. However, the system still allows a county or region to issue a 30-Day permit. The message prompts the county or region to verify with the customer the reason for additional permits.

Hard Stops

The system requires a VTR authorization code before processing a timed permit because of a hard stop. Please contact your local regional office for an authorization code.

VTR Authorization Code


The VTR Authorization CTL003 screen shows the reason for the authorization code.

This screen appears in any RTS event requiring an authorization code.

The following remarks are hard stops:

**** STOLEN **** VERIFY TCIC BY VIN	ABANDONED MOTOR VEHICLE
APPREHENDED	CREDIT VOUCHER ISSUED
CHILD SUPPORT	SALV CERT OF TITLE ISSUED
DPS SAFETY SUSPENSION	NONREPAIRABLE CERT OF TITLE ISSUED
FMCSA RESTRICTED UNIT - OUT OF SERV	NO REGISTRATION – ATV/UTV
JUNKED	NO REG/TTL GC
SALVAGE CERTIFICATE ISSUED	LEGAL RESTRAINT-CONTACT TXDOT
DUPL. SALVAGE CERTIFICATE ISSUED	DPS-EMISSIONS PRGM NON-COMPLIANCE
COA ISSUED	TCEQ-EMISSIONS PRGM NON-COMPLIANCE
EVIDENCE SURR. BY SALVAGE YARD	HOT CHECK (REGISTRATION FEES)
EVIDENCE SURRENDERED BY OWNER	HOT CHECK (TITLE FEES)
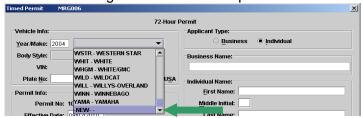
Other Timed Permit Features

New Make Feature for Timed Permits

Currently, when entering a new vehicle make which does not appear in the drop down menu, you can select **NEW** from the drop down menu or press the (**-**) dash on the keyboard to enter the make.

Current
1. Select NEW in the drop down menu or press the (-) to enter the new Make.
2. Cancel to go back one screen press enter to select a make from the drop down menu.
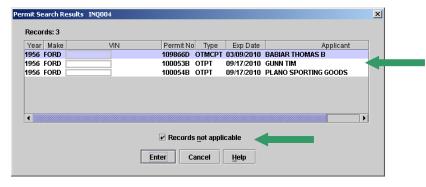
New Feature
1. Delete the vehicle make, press the (**-**) and the drop down appears for a new selection.

Record Not Applicable

If the year, make and VIN are not for the same vehicle, select **Record(s) Not Applicable** on Permit Search Results INQ004 screen.

Examples of Permits

Upon completion of a timed permit, RTS prints the permit on RTS-500 receipt paper. The 72 Hour, 144-Hour, One-Trip, 30-Day, 30-Day Motorcycle and Factory Delivery permits print landscaped and centered on the receipt paper.

30-Day Permit
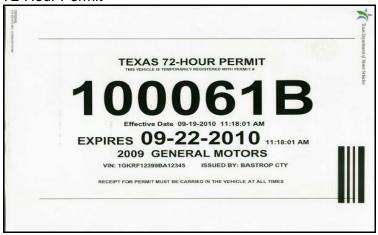
30-Day Motorcycle Permit

Example of Multiple Sequential Permits

144-Hour Permit
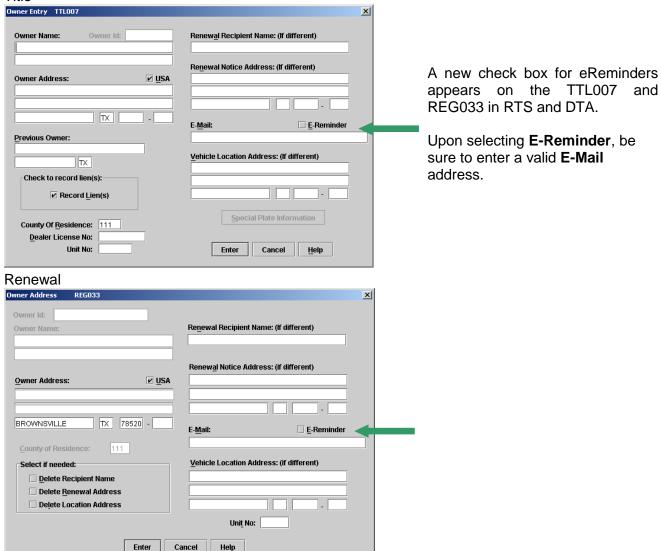
72-Hour Permit

eReminder Option

County tax offices and regional offices may now offer their customers the option to receive a registration renewal reminder (eReminder) by e-mail notification. At this time, the eReminder request is only available through RTS and the Dealer Title Application (DTA).

Title

A new check box for eReminders appears on the TTL007 and REG033 in RTS and DTA.

Upon selecting **E-Reminder**, be sure to enter a valid **E-Mail** address.

Renewal

Renewal Reminders

- VTR mails paper renewal notices six weeks prior to the registration expiration

- The first eReminder is sent three weeks prior to registration expiration if not already renewed

- The second eReminder is sent one week prior to registration expiration if not already renewed

- Customers with multiple vehicles expiring the same month will receive separate eReminders for each vehicle

- The same RTS hard stops that prevent the mailing of a paper renewal notice also apply to the eReminder notices. For example, safety suspension, stolen, junked, etc.

- eReminders are not available in the TxIRP or e-Tag systems

Customers, who choose to receive a reminder by e-mail, will receive one of the following eReminder notices for non-participating and participating IVTRS counties.

Non-participating IVTRS eReminder

Vehicle Registration eReminder

The vehicle registration for your 2005 Chevrolet (last four digits of the VIN are 0000) is due for renewal. The registration for this vehicle will expire on the last day of September 2010.

You can renew by visiting your McMullen County Tax Assessor-Collector's office.

Do not reply to this automated message because the sending mailbox cannot receive emails.

Participating IVTRS eReminder

Vehicle Registration eReminder

The vehicle registration for your 2005 LINC (last four digits of the VIN are 0000) is due for renewal. The registration for this vehicle will expire on the last day of September 2010.

You can renew online through texas.gov or by visiting your San Augustine County Tax Assessor-Collector's office.

Do not reply to this automated message because the sending mailbox cannot receive emails.

Date and Time Enhancement

When the date and time fields are unfilled, deleted, or require a change, use the following shortcuts to fill in the date and time. The only exception is the REG029 screen. The REG029 still requires a manual entry when changing the date.

1. Position the cursor in the date or time field.

2. Press the letter **T** on the keyboard.
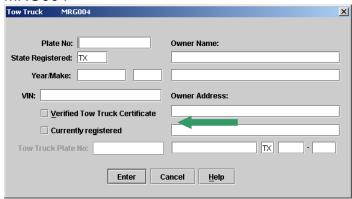
3. RTS resets the fields with the current date or time.

Timesaving Tip: Use the **+** (plus) or **–** (minus) symbols on your keyboard to add or subtract one or more months or days, or change the time.
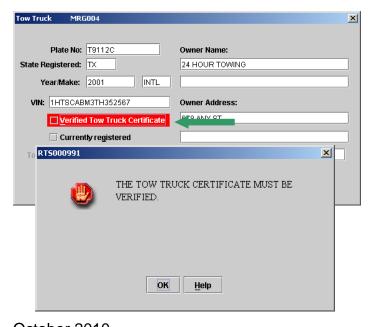
- Date – position the cursor in the **Begin Date or End Date** then press **+ or –** to add or subtract the date or press the letter **T** to return to current days date.

- Time – position the cursor in the time field (Hours/Minutes/Seconds). e.g., **00:00:00** then press **+ or –** to add or subtract Hours/Minutes/Seconds.

Tow Truck Certification

A new check box appears when issuing both small and large tow truck plates. The **Verified Tow Truck Certificate** check box is always enabled on the MRG004 screen in the Tow Truck event and is enabled in the on the REG039 and TTL008 screens in registration and title events when the registration class is Tow Truck-Less/Equal 1 Ton or Tow Truck-More Than 1 Ton.

MRG004

If the check box is not checked, the following error message appears prompting the user to verify the tow truck certificate.

Note: The Texas Department of Licensing and Regulation (TDLR) issue tow truck certificates.

Inventory Error Message
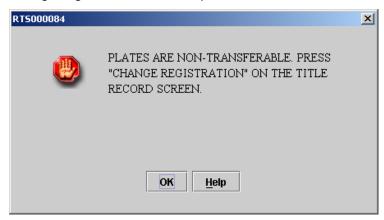
Previously, when attempting to receive an invoice and the invoice was not found, the error message read, **RECORD CANNOT BE RETRIEVED**.

The new message now reads, **INVOICE NOT FOUND**.
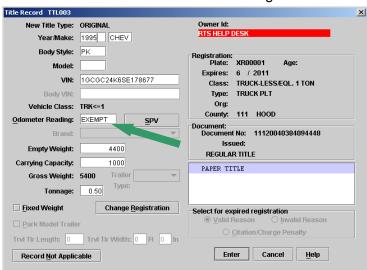
Disabled Person Plates

When transferring a title with a Disabled Person Plate, the new message is a reminder to change registration since the plates are non-transferrable.

Exempt Odometer Brand

When a record is found, the system will automatically set the odometer brand to read **EXEMPT** on Title Record TTL003 when transferring a title or correcting a title (Corrected-Original) and:
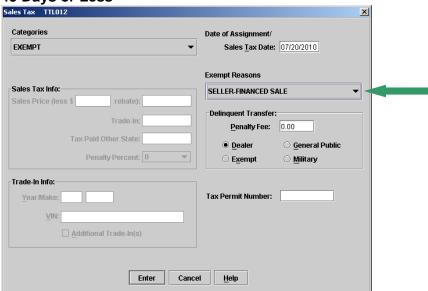
- the vehicle age is 10 years or older

- if the Gross Wt is greater than 16,000 or the tonnage is greater than two tons

Delinquent Transfer Penalty for Dealer Seller Financed Sale
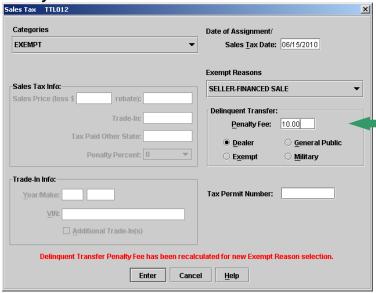
When collecting the Delinquent Transfer Penalty on the TTL012 screen, if the sales tax category is **Exempt** and the **Exempt Reason** is a Dealer **Seller-Financed Sale**:

- If title date is greater than or equal to 46 calendar days from date of assignment/sales tax date, the system assesses a $10 Delinquent Transfer Penalty

- If the date of assignment/sales tax date is less than or equal to 45 calendar days (0-45 days), no delinquent transfer penalty appears.

- All other delinquent transfer penalty transactions remain unchanged.

45 Days or Less
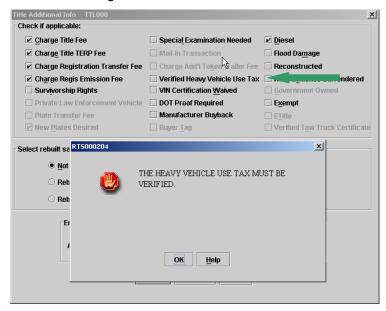
46 Days or Greater

Heavy Vehicle Use Tax

When transferring a previously titled vehicle in the Title event or Dealer Title Application event, RTS prompts the user to re-verify the Heavy Vehicle Use Tax (HVUT) for the new owner on the **Title Additional Info TTL008** screen. All other Heavy Vehicle Use Tax (HVUT) requirements remain unchanged.

State Official License Plates

When State Officials renew in December 2010, they will receive multi year plates. In 2011, all State Official License Plates are available for renewal online (in participating counties), in person, mail in or at a subcontractor location unless they are up for re-election. If the official is up for re-election, they will not receive a renewal notice. RTS will present the following a hard stop indicator: **H Re-Election Pending**. If the official is not re-elected, they are no longer eligible for State Official License Plates.

Beginning in 2011 State Officials:

- will receive a standard registration renewal notice
- can renew online (in participating counties), in person, by mail, or at a subcontractor location
- will receive registration renewal letters by mail in November explaining the changes
- the county tax office will collect the $5.00 replacement fee, .30 reflectorization fee and when applicable the $1.00 automation fee when plates are damaged, lost or stolen
- ISA is not available for State Official Motorcycle License Plates

County tax offices will receive a shipment of multi year plates prior to the mailing of the registration renewal letters.
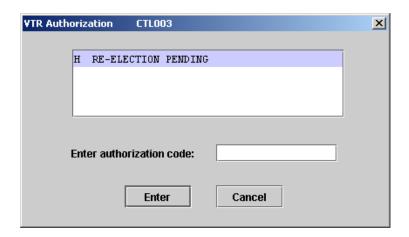
Plate and Windshield Stickers
Registration stickers are available for cars, light trucks and motorcycles. The vehicle registration sticker displays the State Official plate number, registration expiration month and year (12/11), and the same last eight digits of the VIN as any registration sticker issued in the state.

Record Conversion

In November, all State Official License Plates records will convert from annual registration to multi year registration. Records for officials up for re-election will reflect a hard stop requiring a VTR Authorization Code.

VTR Authorization Code

When a State Official is up for re-election the hard stop indicator **H Re-Election Pending** requires a VTR authorization code. Please contact the Special Plate Branch at (512) 374-5010 and press option 1 for this authorization code. Contact your local regional office for all other authorization codes.

Multi Year Official Inventory

Item Code	Item Code Description
MYADJUDG	MULTI YEAR U. S. A. L. JUDGE
MYCTJUDG	MULTI YEAR COUNTY JUDGE
MYSJP	MULTI YEAR STATE JUDGE
MYSOP	MULTI YEAR STATE OFFICIAL
MYSOPMC	MULTI YEAR STATE OFCL MC
MYUHP	MULTI YEAR U.S. HOUSE PLT
MYUJP	MULTI YEAR U.S. JUDGE PLT
MYUSP	MULTI YEAR U.S. SENATE PLT

RSPS Subcontractor Plate Age

Customers renewing at subcontractor locations that are set up to issue new plates no longer have to go to the county tax office to renew when the plate age is seven years or greater.

RSPS allows subcontractors to issue plates when new plates are required (Plate age is 7+) as long as the subcontractor is setup to issue new plates. RSPS will not allow the old plate number to be entered as the new plate.

RSPS Reminder: Export existing transactions to the flash drive before flashing the laptop so these transactions are not lost. If not, the data could become corrupt and you may have to enter these transactions manually.

County Fixes and Activity Changes

Primary Event Selection	Secondary Event Selection	Activity Description	Status
Customer Registration Only	Internet Renewal	**Problem:** When exchanging to a vendor plate, the vendor plate is not storing the correct Plate ExpMoYR or Plate Months sold.	**Fix Complete:** The correct Plate ExpMoYR or Plate Months sold appear on the receipt.
Title/Registration	Title Application	**Problem:** Currently, the lienholders date allows the entry of a lien date in the future on the Lien Entry TTL035 and Salvage Lien Entry TTL001.	**Fix Complete:** The following new error message appears, **THE DATE MAY NOT BE IN THE FUTURE**.
Local Options	Security > Employee Security	**Problem:** Currently, the Employee Security Report does not display the correct security access rights in the Subcontractor Renewal event.	**Fix Complete:** The correct security access rights appear on the report.
RSPS	Barcodes	**Problem:** RSPS and POS sticker barcodes versions are different.	**Fix Complete:** The barcode versions match.
	Reports	**Problem:** Currently, the dollar amount ($0.00) for a no fee license plate does not appear on the Export Report.	**Fix Complete:**

Region and Headquarter Fixes and Activity Changes

PRIMARY EVENT SELECTION	SECONDARY EVENT SELECTION	ACTIVITY DESCRIPTION	STATUS
Customer Title	CCO	**Problem:** Form 30 – CCO print alignment is off when printing from Tray 3.	**Fix Complete:** CCO print alignment fixed.