



December 2025

# WebDEALER

## User Guide Addendum

### Release 26.1



Texas Department *of* Motor Vehicles  
HELPING TEXANS GO. HELPING TEXAS GROW.

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## Document Overview

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This document describes the latest software changes made to the Texas Department of Motor Vehicles (TxDMV) webDEALER software application.

### Scope

The scope of this is to identify recent software changes to the webDEALER application as documented in the latest webDEALER User Guides. This document does not provide step-by-step instructions on how to use webDEALER.

### Audience

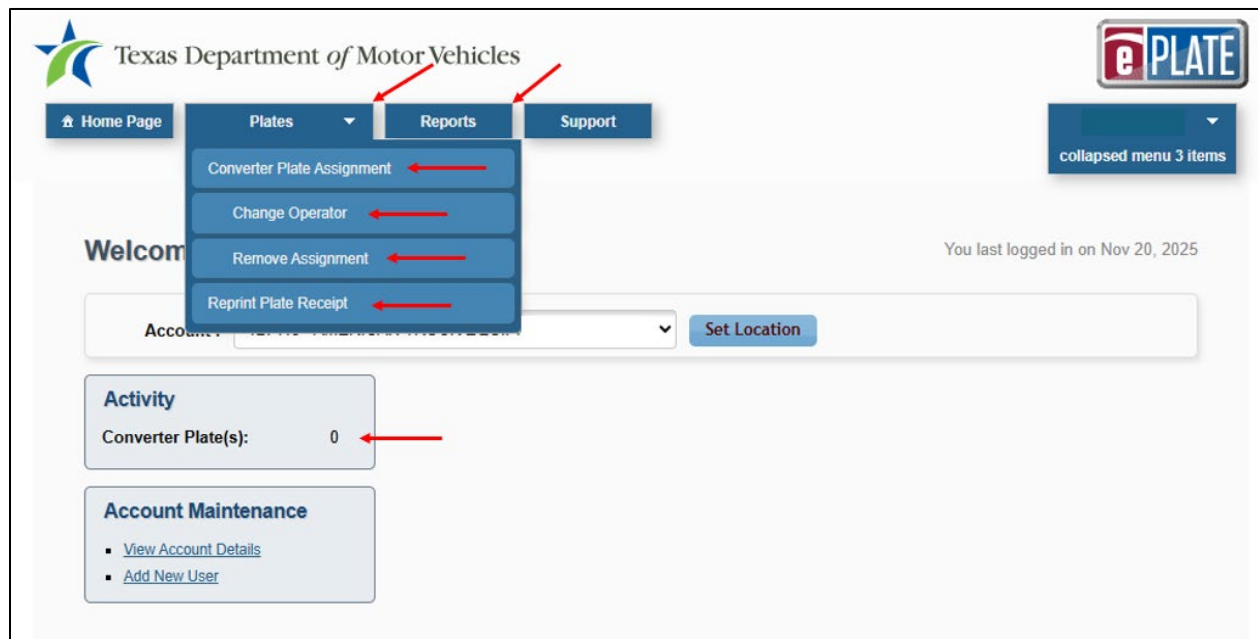
The intended audience of this document is users of webDEALER.

## Enhancements in Release 26.1

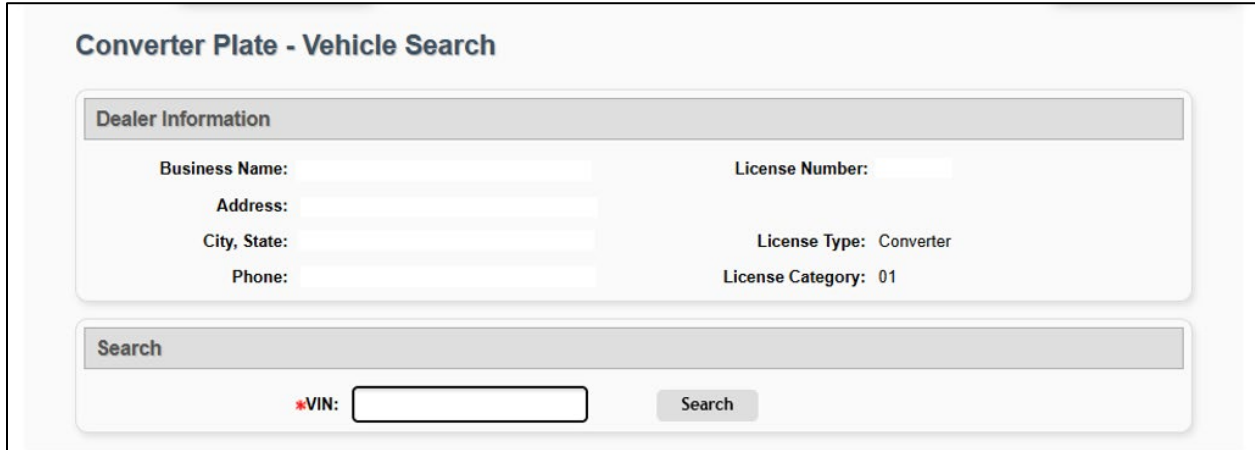
### Assignment of converter plates by Converter dealers

Converter dealers can now assign converter plates via ePLATE as well as perform various supporting and associated actions. The Converter dealer ePLATE home screen now includes:

- A running count of active converter plate assignments
- A “Plates” dropdown menu which enables:
  - Plate assignment
  - The changing of an assigned operator
  - Removal of a plate assignment
  - Ability to reprint a plate assignment receipt
- A reporting tool related to converter plate assignments



A converter plate assignment can be initiated by selecting the “Converter Plate Assignment” option in the Plates drop down menu and entering the VIN associated with the plate assignment.



The screenshot shows a web form titled "Converter Plate - Vehicle Search". It contains two main sections: "Dealer Information" and "Search".

**Dealer Information**

Business Name:	<input type="text"/>	License Number:	<input type="text"/>
Address:	<input type="text"/>	License Type:	Converter
City, State:	<input type="text"/>	License Category:	01
Phone:	<input type="text"/>		

**Search**

\*VIN:

After which, the user will need to provide all required vehicle information, select a plate to assign, and select the Assign Plate button. The vehicle information required includes:

- Year
- Make
- Model
- Body Style
- Major Color

### Converter Plate - Vehicle Details

#### Dealer Information

Business Name:  License Number:

Address:

City, State:  License Type: Converter

Phone:  License Category: 01

#### Vehicle Information

VIN:  → \* Year : 2021

→ \* Make : GMC : GMC → \* Model :

→ \* Body Style : PK → \* Major Color: Choose one ▾

Empty Weight :  Minor Color: Choose one ▾

Additional Information:  
DIESEL

#### Vehicle Operator Information

Operator Name:

#### Converter Plate Vehicle Information

→ \* Plate Assigned : Choose One ▾

Start Date: 11/20/2025

Cancel → Assign Plate

A user can then print the plate assignment receipt by selecting the “Print Receipt” button.

### Converter Plate - Print Receipt

#### Dealer Information

Business Name:  License Number:

Address:

City, State:  License Type: Converter

Phone:  License Category: 01

Plate No:

Issue Date: Nov 26, 2025

VIN:

Print Receipt ←

If a user needs to reprint a plate assignment receipt, they can navigate to the Reprint Plate Receipt option in the Plates drop down menu and search via plate number, VIN, or operator name.

### Reprint Plate Assignment Receipt

**Dealer Information**

Business Name:	License Number:
Address:	License Type: Converter
City, State:	License Category: 01
Phone:	

**Search**

→ \* Plate Number :  or  
 → \* VIN :  or  
 → \* Operator Name :  or

Search

If a user needs to change the assigned operator, they can navigate to the Change Operator option in the Plates drop down menu and search via VIN or plate number.

### Converter Plate - Vehicle Search

**Dealer Information**

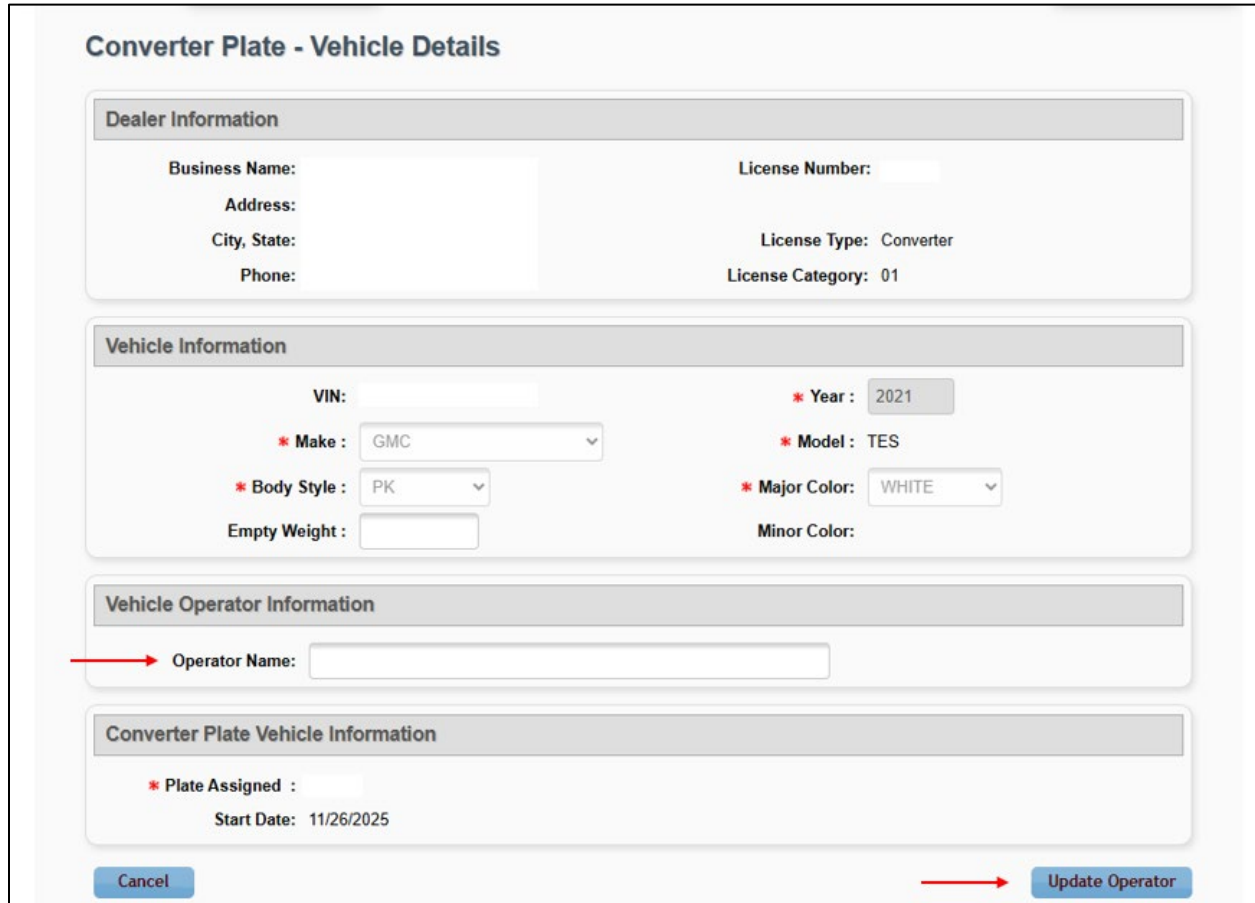
Business Name:	License Number:
Address:	License Type: Converter
City, State:	License Category: 01
Phone:	

**Search**

Use one of the following fields to search.

→ VIN: 
 → Plate No:

They can then update the Operator Name and select the “Update Operator” button.



### Converter Plate - Vehicle Details

**Dealer Information**

Business Name:  License Number:

Address:

City, State:  License Type: Converter

Phone:  License Category: 01

**Vehicle Information**

VIN:  \* Year: 2021

\* Make: GMC \* Model: TES

\* Body Style: PK \* Major Color: WHITE

Empty Weight:  Minor Color:

**Vehicle Operator Information**

→ Operator Name:

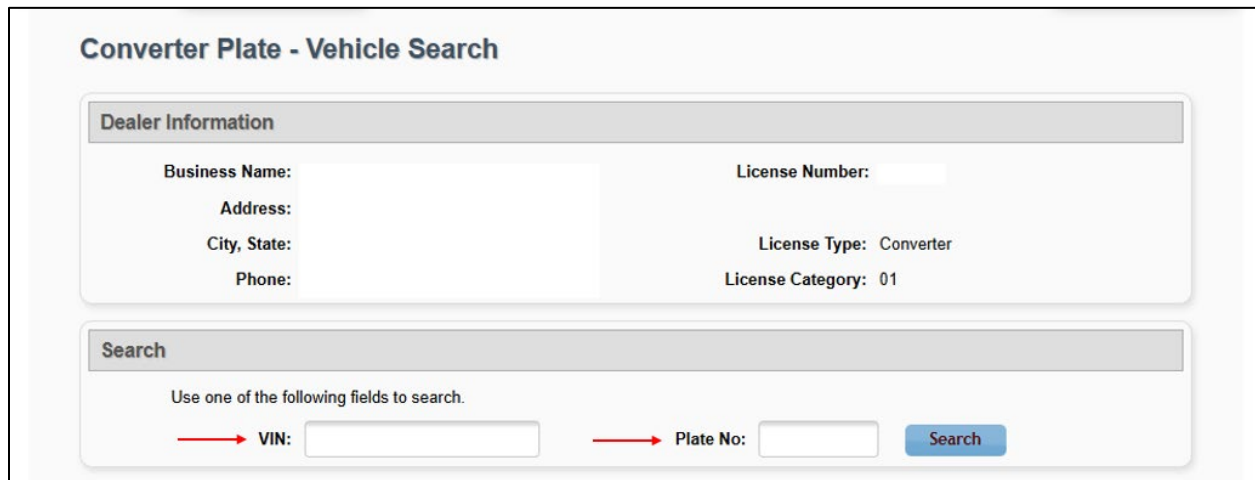
**Converter Plate Vehicle Information**

\* Plate Assigned:

Start Date: 11/26/2025

Cancel → Update Operator

If a user needs to remove a converter plate assignment, they can navigate to the Remove Assignment option in the Plates drop down menu and search via VIN or plate number.



### Converter Plate - Vehicle Search

**Dealer Information**

Business Name:  License Number:

Address:

City, State:  License Type: Converter

Phone:  License Category: 01

**Search**

Use one of the following fields to search.

→ VIN:  → Plate No:  Search

They can then remove the converter plate assignment by selecting the “Remove Association” button.



### Converter Plate - Vehicle Details

#### Dealer Information

Business Name:

License Number:

Address:

License Type: Converter

City, State:

License Category: 01

Phone:

#### Vehicle Information

VIN:

\* Year: 2021

\* Make:

GMC

\* Model: TES

\* Body Style:

PK

\* Major Color:

WHITE

Empty Weight:

Minor Color:

#### Vehicle Operator Information

Operator Name:

#### Converter Plate Vehicle Information

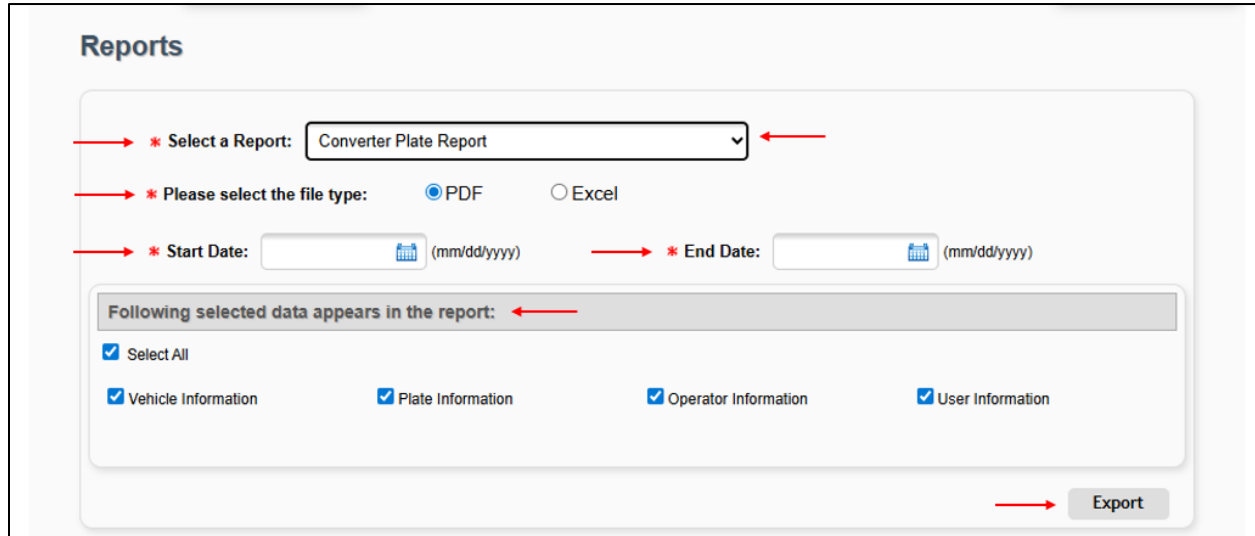
\* Plate Assigned :

Start Date: 11/26/2025

Cancel

→ Remove Association

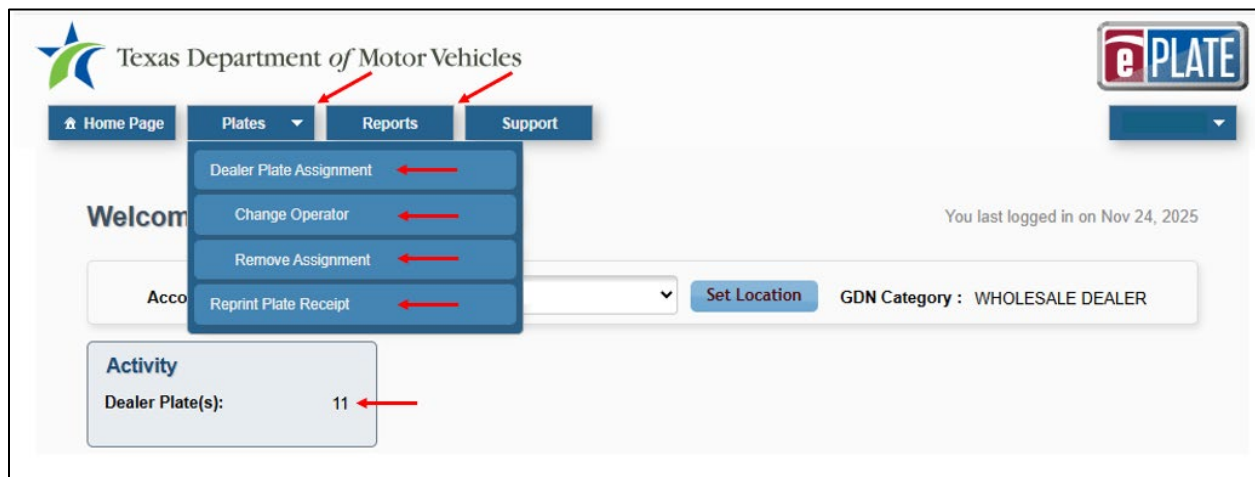
If a user needs to create a report regarding converter plate assignments, they can navigate to the Reports tab and select Converter Plate Report from the provided drop down menu, enter all required information, select reporting data, and select the Export button.



### Assignment of dealer plates by Wholesale dealers

Wholesale dealers can now assign dealer plates via ePLATE as well as perform various supporting and associated actions. The Wholesale dealer ePLATE home screen includes:

- A running count of active dealer plate assignments
- A “Plates” dropdown menu which enables:
  - Dealer plate assignment
  - The changing of an assigned operator
  - Removal of a plate assignment
  - Ability to reprint a plate assignment receipt
- A reporting tool related to dealer plate assignments



A dealer plate assignment can be initiated by selecting the “Dealer Plate Assignment” option in the Plates drop down menu and entering the VIN associated with the plate assignment.

**Dealer Plate - Vehicle Search**

**Dealer Information**

Business Name:

Address:

City, State:

Phone:

GDN:

License Type: Dealer

License Category: W

**Search**

\*VIN:

Search

After which, the user will need to provide all required vehicle information, select a plate to assign, and select the Assign Plate button. The vehicle information required includes:

- Year
- Make
- Model
- Body Style
- Major Color

### Dealer Plate - Confirm Vehicle

**Dealer Information**

Business Name:   
Address:   
City, State:   
Phone:   
GDN:   
License Type: Dealer  
License Category: W

**Vehicle Information**

VIN:  → \* Year: 2021  
→ \* Make: GMC : GMC  
→ \* Model:   
→ \* Body Style: PK  
Empty Weight:   
→ \* Major Color: Choose one  
Minor Color: Choose one  
Additional Information:  
DIESEL

**Vehicle Operator Information**

Operator Name:

**Dealer Plate Vehicle Information**

→ \* Plate Assigned: Choose One  
Start Date: 11/24/2025

Cancel Assign Plate

A user can then print the plate assignment receipt by selecting the “Print Receipt” button.

### Dealer Plate - Print Receipt

**Dealer Information**

Business Name:   
Address:   
City, State:   
Phone:   
GDN:   
License Type: Dealer  
License Category: W

Plate No:   
Issue Date: Nov 24, 2025  
VIN:

Print Receipt

If a user needs to reprint a plate assignment receipt, they can navigate to the Reprint Plate Receipt option in the Plates drop down menu and search via plate number, VIN, or operator name.

### Reprint Plate Assignment Receipt

**Dealer Information**

Business Name: 
GDN:

Address:

City, State: 
License Type: Dealer

Phone: 
License Category: W

**Search**

→ \* Plate Number :  or

→ \* VIN :  or

→ \* Operator Name :  or

→ \* Name 1 : 
Name 2 :

After confirming the search result details, a reprint can be initiated by selecting the “Reprint Receipt” button.

### Reprint Plate Assignment Receipt

**Dealer Information**

Business Name: 
GDN:

Address:

City, State: 
License Type: Dealer

Phone: 
License Category: W

Plate Type : 
Plate No :

Issue Date : Nov 24, 2025

Operator Name : TESTER

VIN :

If a user needs to change the assigned operator, they can navigate to the Change Operator option in the Plates drop down menu and search via VIN or plate number.

### Dealer Plate - Vehicle Search

**Dealer Information**

Business Name:   
Address:   
City, State:   
Phone:   
GDN:   
License Type: Dealer  
License Category: W

**Search**

Use one of the following fields to search.

VIN: 
 Plate No:

They can then update the Operator Name and select the “Update Operator” button.

### Dealer Plate - Confirm Vehicle

**Dealer Information**

Business Name:   
Address:   
City, State:   
Phone:   
GDN:   
License Type: Dealer  
License Category: W

**Vehicle Information**

VIN : 
\* Year : 2021  
\* Make : GMC
\* Model : TAC  
\* Body Style : PK
\* Major Color : BLACK  
Empty Weight : 
Minor Color : Choose one

**Vehicle Operator Information**

Operator Name : TESTER

**Dealer Plate Vehicle Information**

\* Plate Assigned :   
Start Date: 11/24/2025

If a user needs to remove a dealer plate assignment, they can navigate to the Remove Assignment option in the Plates drop down menu and search via VIN or plate number.

### Dealer Plate - Vehicle Search

**Dealer Information**

Business Name: 
GDN:

Address:

City, State: 
License Type: Dealer

Phone: 
License Category: W

**Search**

Use one of the following fields to search.

→ VIN: 
→ Plate No:

They can then remove the dealer plate assignment by selecting the “Remove Association” button.

### Dealer Plate - Confirm Vehicle

**Dealer Information**

Business Name: 
GDN:

Address:

City, State: 
License Type: Dealer

Phone: 
License Category: W

**Vehicle Information**

VIN : 
\* Year : 2021

\* Make : GMC
\* Model : TAC

\* Body Style : PK
\* Major Color : BLACK

Empty Weight : 
Minor Color : Choose one

**Vehicle Operator Information**

Operator Name : TESTER

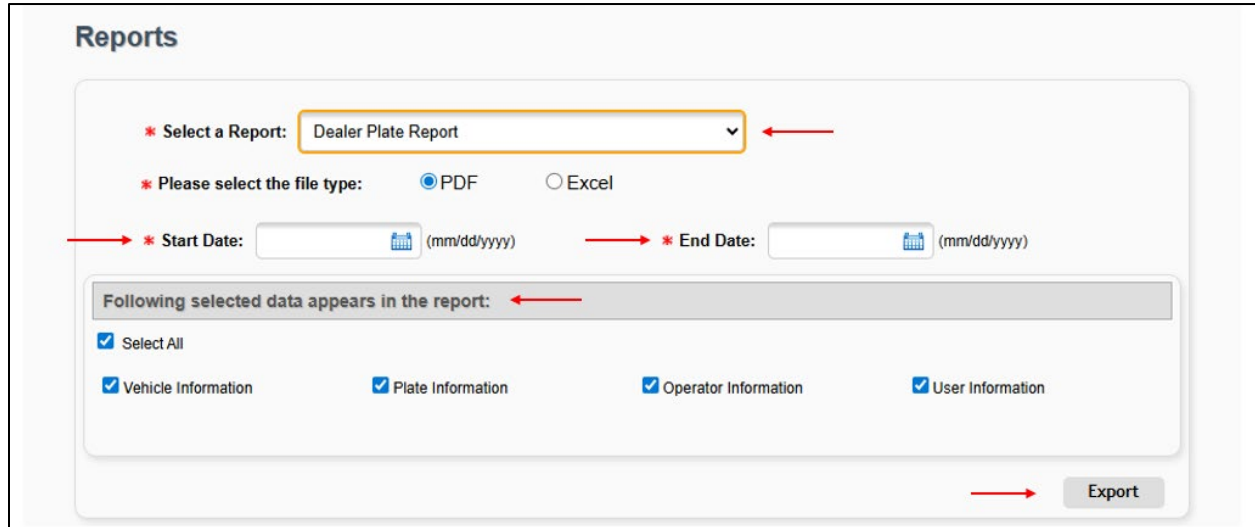
**Dealer Plate Vehicle Information**

\* Plate Assigned :

Start Date: 11/24/2025

→

If a user needs to create a report regarding dealer plate assignments, they can navigate to the Reports tab and select Dealer Plate Report from the provided drop down menu, enter all required information, select reporting data, and select the Export button.



**Reports**

\* Select a Report: Dealer Plate Report

\* Please select the file type: ☒ PDF ☐ Excel

\* Start Date: (mm/dd/yyyy) \* End Date: (mm/dd/yyyy)

Following selected data appears in the report:

☒ Select All

☒ Vehicle Information ☒ Plate Information ☒ Operator Information ☒ User Information

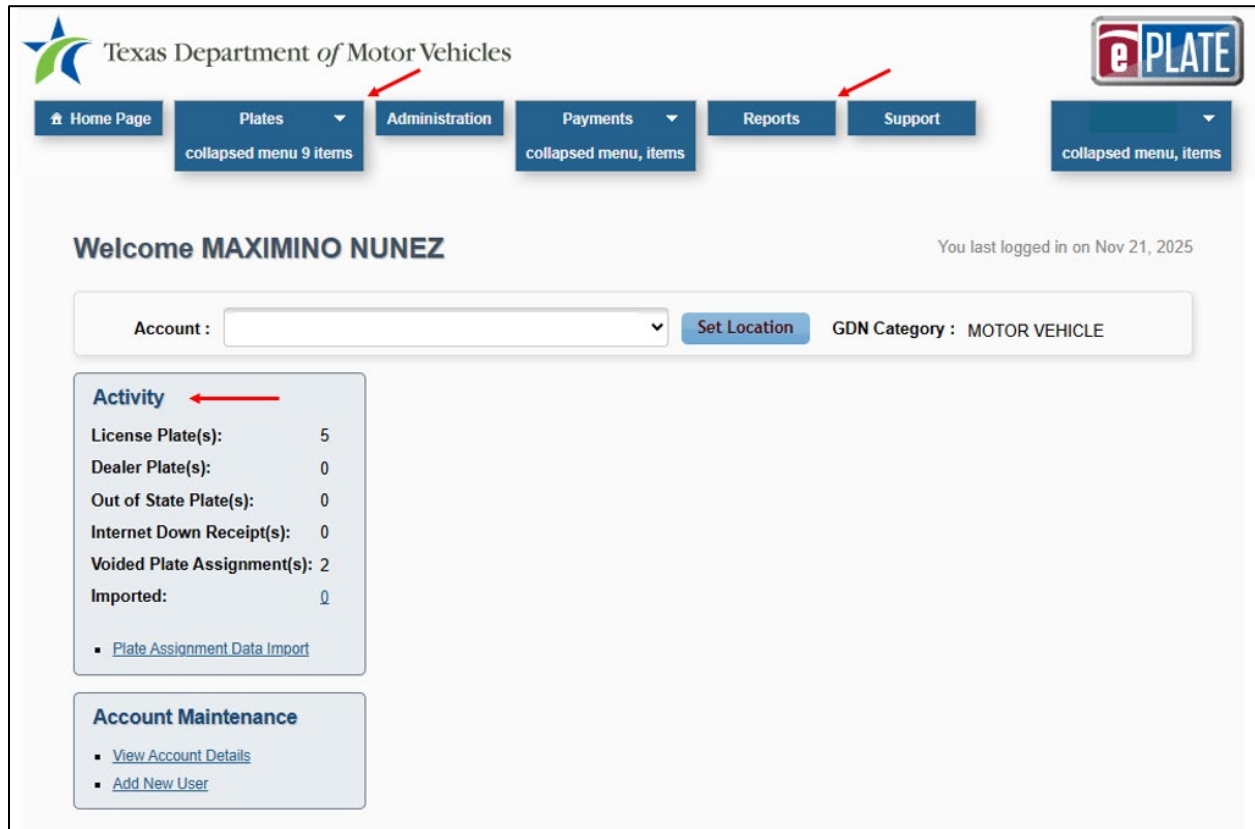
Export



## Removal of tag related information from ePLATE

The following tag related information has been removed from ePLATE:

- Home page related tag activity information
- Tag related options in the home page “Plate” drop down menu
- Tag related option in the “Select a Report” drop down menu of the reports page



The screenshot shows the ePLATE web interface. At the top, there is a navigation bar with the Texas Department of Motor Vehicles logo and the ePLATE logo. The navigation menu includes links for Home Page, Plates (with a dropdown arrow and a note 'collapsed menu 9 items'), Administration, Payments (with a dropdown arrow and a note 'collapsed menu, items'), Reports, and Support. A red arrow points to the 'Plates' dropdown menu. Below the navigation bar, the user is welcomed as MAXIMINO NUNEZ, with a note 'You last logged in on Nov 21, 2025'. The main content area features an 'Account' section with a dropdown menu and a 'Set Location' button. Below this, there is an 'Activity' section with a red arrow pointing to it, showing a list of activities: License Plate(s): 5, Dealer Plate(s): 0, Out of State Plate(s): 0, Internet Down Receipt(s): 0, Voided Plate Assignment(s): 2, and Imported: 0. A link 'Plate Assignment Data Import' is provided. Below the 'Activity' section is an 'Account Maintenance' section with links for 'View Account Details' and 'Add New User'.

## Removal of Trailer/Semitrailer apportioned registration from the ePLATE plate assignment process

Trailer/Semitrailer dealers are no longer able to select 06 – Apportioned from the “Registration Class List” drop down menu in the ePLATE license plate assignment process. In these scenarios, the tractor or truck pulling the trailer would be considered the apportioned vehicle. Apportion registration-related transactions can be managed via [TxFLEET](#).

### License Plate Assignment - Sales Information

**Dealer Information**

Business Name:

Address:

City, State:

Phone:

GDN:

License Type: Dealer

License Category: 04

**Sales Information**

\* Sale Date:  (mm/dd/yyyy)

Is this vehicle to be exported?: ☐ Yes ☒ No

☐ Title and Registration Out of Texas :

☐ Title Only in Texas :

☒ Title and Registration in Texas :

☐ General Issue Plate:

☐ Customer Supplied Plate:

\* Registration Class List:

Choose one

37 - TRAILER

16 - FARM TRAILER

33 - TOKEN TRAILER

[TxDMV.gov](#) | [Security Policy](#) | [Accessibility](#)

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## Enabling the plate assignment process in ePLATE for VINs that are less than 17 characters and a model year of 1980 or older

A system limitation prevented dealers from completing ePLATE license plate assignments for vehicles with VINs under 17 characters, with a model year of 1980 or older. This issue has been resolved. After entering a VIN which is less than 17 characters, the dealer will be asked to enter the vehicles model year. If the model year entered is 1980 or older, ePLATE will prompt the user to confirm if they would like to continue.

### License Plate Assignment - VIN Search

**Dealer Information**

Business Name: \_\_\_\_\_ GDN: \_\_\_\_\_  
Address: \_\_\_\_\_  
City, State: \_\_\_\_\_ License Type: Dealer  
Phone: \_\_\_\_\_ License Category: 01

**Search**

\*VIN: 5

**Model Year**


→ \*ModelYear: 1980

**VIN Check**

The VIN entered contains less than 17 characters. Please verify the VIN on the vehicle. Do you want to continue? ←


## Enabling the titling of off-highway vehicles

A system limitation resulted in dealers encountering the below error message when attempting to title off-highway vehicles in webDEALER. This issue has been resolved, and dealers will not receive the following error message on the Vehicle Information page for off-highway vehicles.


**Type: is required (5611)**  
A title must either be checked as 'Title Only (No Registration)' or have a plate assigned in ePLATE before a new title application can be started.

## Updates to the ePLATE internet down receipt plate assignment process error messages

When processing a license plate assignment for an issued Internet Down Receipt, the error message below will display for certain NMVTIS brands preventing the permanent plate assignment.


No further processing is available. For additional vehicle information, please go to Title Check on the TxDMV website to obtain a vehicle title history through the National Motor Vehicle Title Information System (NMVTIS) database.

- 02 – Fire Damage
- 07 – Dismantled
- 08 – Junk
- 11 – Salvage Damage or Not Specified
- 16 – Salvage Retention

- 31 – Totaled
- 32 – Owner Retained
- 50 – Salvage Reasons Other than Damage or Stolen
- 53 – Crushed
- 56 – Export Only Vehicle
- 90 – Pending Junk Automobile (Cars.gov)
- 91 – Junk Automobile (Cars.gov)

When processing a plate assignment for an Internet Down Receipt that has been issued, the error messages below will display if the vehicle has an existing salvage or non-repairable Texas title.



A plate cannot be assigned since the following remarks exist on the title record [[12/30/2022], SALV VEHICLE TITLE ISSUED, EVIDENCE SURR. BY SALVAGE YARD] for VIN : (5829)



A plate cannot be assigned since the following remarks exist on the title record [[02/24/2013], NONREPAIRABLE VEHICLE TITLE ISSUED] for VIN : (5829)

If any of the above error messages appear, the vehicle cannot be operated on public roads unless it was eligible to be rebuilt and issued a rebuilt salvage title.