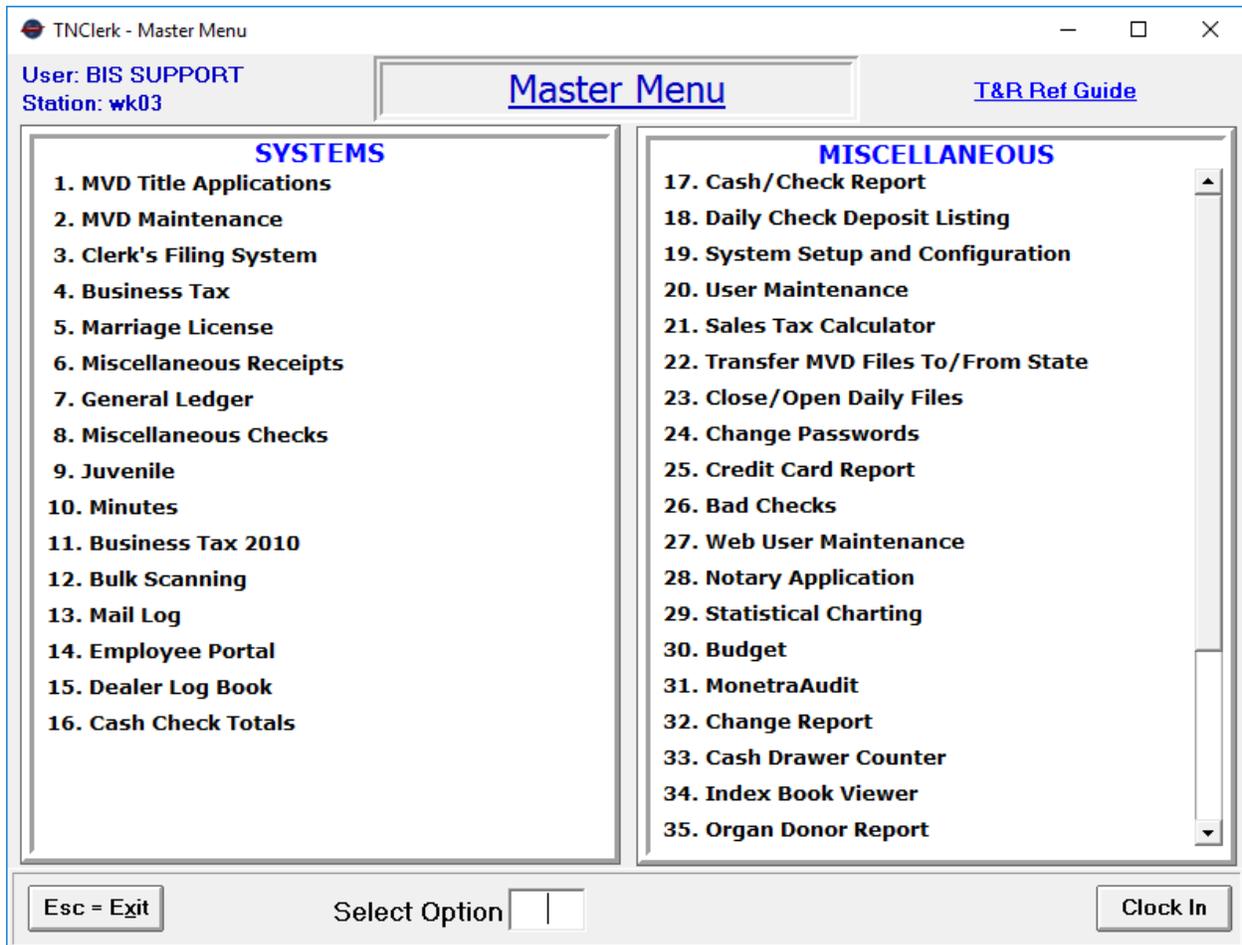
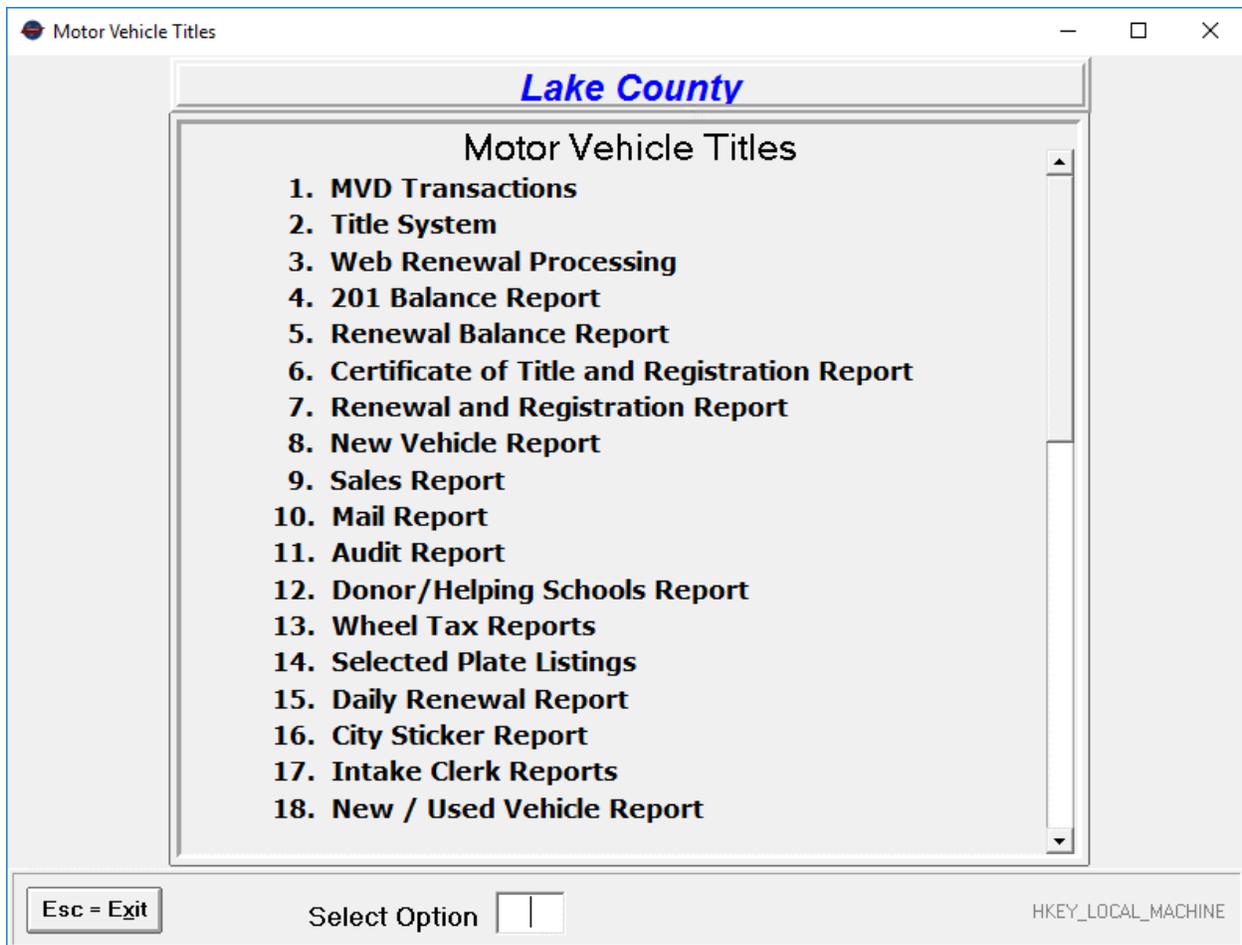


A simple step by step guide how to clear deficient transactions

Select 1. MVD Title Applications just like you are going to enter a new transaction



Select 1. MVD Transactions to get to the MVD screen



Select the date and Invoice number as usual. If you have opened an invoice to fix a transaction on a certain date and invoice number it will be available here.

Title And Registration

Transaction Date 07/15/2019

Invoice No 19196

Site Number 1

Cash Drawer 3

Current Date: 10/03/2019
Version 1.0.3454

Esc - Exit

F10 - Continue

At the bottom of the "T&R Transaction Entry" screen select the F-5 Change button

Title And Registration (Version - 1.0.3454)

F2 = Renewal Mail Fee
 F6 = Return To Last Type

T & R Transaction Entry

LAKE COUNTY

Trans Date: 07/15/2019
Invoice: 19196

Site No: 1
Drawer: 3
User: BIS

Transaction Type ...

Select or enter a transaction type (Esc to Cancel)

BIS CHAT

Esc - Exit F1 - Manual Override F3 - Placard F5 - Change F8 - Dealer F12 - Access State

Once you are in the change screen do not enter any information into the search fields. Place a check in the Deficient Box on the lower right portion of the screen and select the F-5 Search button.

Record Search

Exp. Date: / / Exact Match: 201: Renewals:

VIN: Invoice No: Check Number: Start Date: / / End Date: / /

Current Title No: License No: Company: Owner 1: Owner 2: Street No/Name: City, State, Zip: Year: Color: Make: Model: Type: Control Number: Dealer: Clerk Username: Gift Voucher No: Deficient:

County	Invoice	Exp	Validation	License	Class	Issue	Title No	VIN	Owner	User	M

Search For A Record To Change

Esc - Exit Print Decal F5 - Search F10 - Maintenance F11 - Reprint

Once the search has completed you can choose to print the grid which will print a list of all deficient transactions, navigate multiple screens of transactions, and see the reason the transaction did not verify. Double click on any transaction in the window to open the transaction for editing.

Record Search

Exp. Date: Exact Match: 201: Renewals:

VIN: Invoice No.: Check Number:

Current Title No.: Start Date: End Date:

License No.: Company:

Transaction Class: Owner 1: First: M: Last:

Issue Year: Owner 2:

State Decal No.: Street No/Name:

County Decal No.: City, State, Zip:

City Decal No.: Model: Year:

Make: Type: Color:

Body: Dealer: Control Number:

Gift Voucher No.:

3. The reason the transaction failed to verify

Deficient

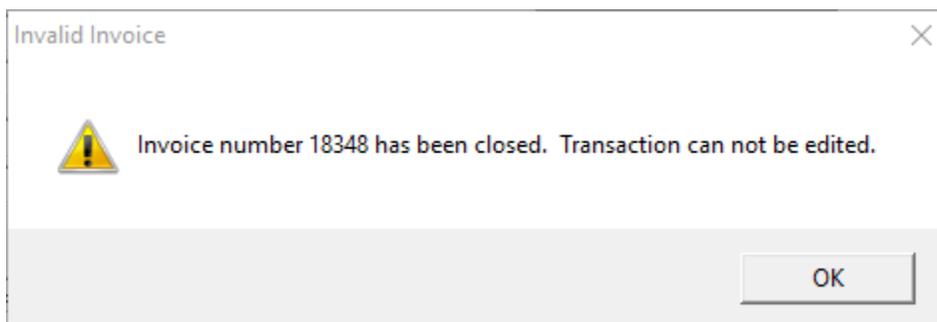
Invoice	Exp	License	Class	Issue Yr	VIN	User	Comment
001	17137	PERMANENT	U640484	8020	1994 P61530	BETHANY	Unable to validate transaction: This vehicle has a pen
017	18051	01/31/2019	7655H	3082	2007 1HGCM66417A085550	CRYSTIE	This doesn't look like a plate transfer, so the current pl
025	18054	02/28/2019	6B27U2	1000	2006 1G1ZT54855F154227	BETHANY	Unable to validate vehicle: Fatal stop code: EIVS Sus
N02	18059	02/28/2019	6B99U7	1000	2006 1FMFU16L44LA87021	CRYSTIE	Unable to validate vehicle: Fatal stop code: Financial
017	18060	02/28/2019	6B36U7	1000	2006 2G4wC552861201694	CRYSTIE	2 fees sent, but 0 outstanding (00500).
N01	18072	03/31/2019	7B06U5	1000	2006 1G1BC5SMXG7242401	BETHANY	Error parsing request json
001	18082	03/31/2019	7B14U1	1000	2006 2G1wT57K491255993	ALICIA	It appears as though the new odometer reading is less
N05	18103	TITLE ONLY	CA	0	APPLY FOR VIN PLATE	CRYSTIE	10.00 for vin plate: shaw farms
03					17W83CA13238	BETHANY	

1. The button to print the entire list

2. Navigation Buttons

Esc - Exit **Print Grid** Print Decal F5 - Search F10 - Maintenance F11 - Reprint

If the invoice has been closed for the day of the transaction you will need to re-open it so you can edit and/or re-verify the transaction.



If you need BIS Clerk Support to help you with opening a transaction for processing give them a call or contact them in the Chat program.

T&R Transaction Change Mode

This transaction has been closed to further processing.

ID	59216
Transaction Type	017 - CORRECTION OF REGISTRATION
PLATE:	H281785
CLASS:	4203 - H2 TRUCKS
VIN:	1FT7W2BT4JEB04575
Title Number:	14800000036
Make:	FORD
Year:	2018
Model:	F26
Body:	PK
Name:	[REDACTED]
Street No.	35
Street Name	HARRINGTON RD
City, State, Zip	RIDGELY TN 380806274

018 D
0348 U

NOT VERIFIED

Esc - Exit F2 - Print 201 F8 - Change User Info F10 - Change Record

The bar will turn blue and say "VERIFIED" if successful

Change record to edit the transaction or re-verify it

If you have been successful the bar at the bottom of the screen will turn blue and say VERIFIED. If not, you may need to go to <https://vehiclelookup.revenue.tn.gov/#/> and check the transaction there. If it is not the latest transaction or there is any difficulty verifying a transaction, please give BIS Clerk Support a call and they will gladly assist you clearing the deficiency.