

VIN Plate Transactions

Inquiry Screen

To begin a VIN plate transaction, **select a titling transaction from the transaction type dropdown**. The 'VIN Plate' checkbox will appear when clicking or tabbing into the data fields for the transaction. Select 'VIN Plate' to apply. If a VIN is not provided, leave the VIN blank. Do not key a generic value (ex. APPLIED FOR, TO BE ASSIGNED) into the VIN field if the VIN is not available.

Title And Registration (Version - 1.0.3677)

☐ F2 = Renewal Mail Fee
☐ F6 = Return To Last Type

T & R Transaction Entry
TN STATE

Trans Date: 04/22/2020 Site No: 4
Invoice: 20113 Drawer: 0
User: ADAM

N05 - Title Only

Transaction Type N05 - Title Only **F9 - Change to 005**

New VIN ☒ VIN Plate

Force VIN Indicator

Former Title Number

Former Title State

Override **Incomplete**

New VIN (Esc to Cancel) **BIS CHAT**

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

Vehicle Info/Owner Info

After the transaction opens, fill in all relevant fields for the two sections as if it were a normal transaction. Note that since a VIN was not included in the inquiry for the transaction, automatic population of the make, model, body and year are not available.

Fees

An additional fee field (VIN Plate Fee) is now at the bottom of the fee screen within the transaction to collect the fee required to receive a VIN. Ensure before completing the transaction that this fee is populated.

Title And Registration - N05 - Title Only		N05		Exceptions		Fees Information		Trans Date: 04/22/2020		Site No: 4	
						TN STATE		MVD SEC		Invoice: 20113	
										Drawer: 0	
										User: ADAM	
Vehicle		Calculated Sales Tax		State Tax Due		.00					
Vehicle Cost	.00	Purchase Date	03/01/2020	Single Article Tax Due	.00						
Trade In Amount	.00	State Rate	7 %	Local Tax Due	.00						
Tax Exempt Number		Single Article Rate	2.75 %	Total Tax Due	.00						
Dealer Collected Tax	.00	Local Rate	2.75 %	Warranty/Service Con	.00						
Sales Tax Credit	.00	State									
License Fees		Wheel Tax									
License Fee	.00	County No.			.00						
Title Fee	5.50	County No. Replaced									
Issuance Fee	5.50	City No.			.00						
Transaction Fee	.00	for the city									
Lease Fee	.00	City No. Replaced		Electrical Vehicle Fee	.00						
Miscellaneous Fee	.00			EIVS Fee	.00						
Archive Fee	.00										
Sales Tax Collection Fee	.00										
License Credit	.00										
Organ Donor	.00										
Helping Schools	.00										
Fleet Fee	.00										
VIN Plate Fee	10.00	Mail Fee	.00	Lien Fee	.00	Total Due		21.00			

F2 - Vehicle Info	F3 - Owner/Lessee	F5 - Lien Holder	F6 - Fees	F7 - Summary
County Wheel Tax Sticker Number		Lienholder Letter	F4 - Comments	BIS CHAT
Esc - Exit	F1 - Next Window	F6 - Calculate Fees	F8 - Manual Tax	F12 - Finished

Summary/Completing the Transaction

The summary screen will appear with the information from the transaction (without a VIN present if not included) in the summary information. Verify the transaction and payment information in the same manner as other transaction types. **Do not assign a title number to the vehicle if a VIN Decal is needed so that it can be sent to Vehicle Services for review as an incomplete transaction.**

Once verified, a TNVIN will be generated (if a VIN was not included) in the summary of the transaction as well as on all documentation related to the transaction. The VIN Plate fee will be noted on documentation as well as reporting for the transaction.

Title And Registration - N05 - Title Only

N05 **Exceptions** **Summary** **TN STATE** **MVD SEC** **Trans Date:** 04/22/2020 **Site No:** 4 **Invoice:** 20113 **Drawer:** 0 **User:** ADAM

VEHICLE SUMMARY **TITLE ONLY**
VIN: TNVIN201139604002 fmr Title #: 1234567890 TN
Make: PONT Model: GTO Year: 1974 Odom: 0
Class: CA Issue Year: 0

OWNER SUMMARY
Owner 1: NAME SAMPLE name cd - 0 conj cod - 0
PO BOX 4
KNOXVILLE TN 379010004

LIEN HOLDER SUMMARY

MISCELLANEOUS SUMMARY
Transaction Date: 04/22/2020 User: ADAM Drawer: 0 Site: 4

Cash 21.00
Check00 Check No.
Credit Card00 CC Auth No.
Voucher00 Voucher No.
Change00

Total Due 21.00
Total Due (Credit Card) 21.00
F9 - Change to 005 Cab Card

☐ Instant print title
☐ Override Validations

F2 - Vehicle Info F3 - Owner/Lessee F5 - Lien Holder F6 - Fees F7 - Summary **REAL TIME**
Transaction Summary F4 - Comments BIS CHAT
Esc - Exit F1 - Next Window F8 - Void Title/RO F10 - Print 201 F12 - Submit

REGISTRATION FEE	ELECTRIC VEHICLE FEE	CREDIT	LEASE FEE	TRANS FEE	CLERK FEE	ISSUANCE FEE	LIEN FEE	TITLE FEE	TOTAL TAX COLLECTED
						5.50		5.50	.00
COMPUTATION OF	SALES OR USE TAX	SA TAX	LOCAL TAX	ADDITIONAL TAX	COLLECTED IN STATE OF	COUNTY WHEEL TAX	CITY WHEEL TAX	INS FEE	
<input type="checkbox"/> SALES TAX <input type="checkbox"/> USE TAX									
*SERVICE OPT FEE	ORGAN DONOR	POSTAGE	VER	ID / RESIDENCY VERIFICATION	VIN PLATE FEE				
					10.00				21.00

SF-1357 Port: WK75/DR0/CA Cash: 21.00 Check: 0.00 Check#: Credit: 0.00 Auth#: GV: 0.00 Change: 0.00 RDA-692

Title Applications:			
Quantity:	2		
Duplicate Titles:	0		
Specials:	1		
Title Fees:		16.50	
Vin Plate Fees:		10.00	
Issuance Fees:		16.50	
Lien Fees:	0	.00	
County Official Retirement:	0	<u>.00</u>	
Total Title Applications:			33.00