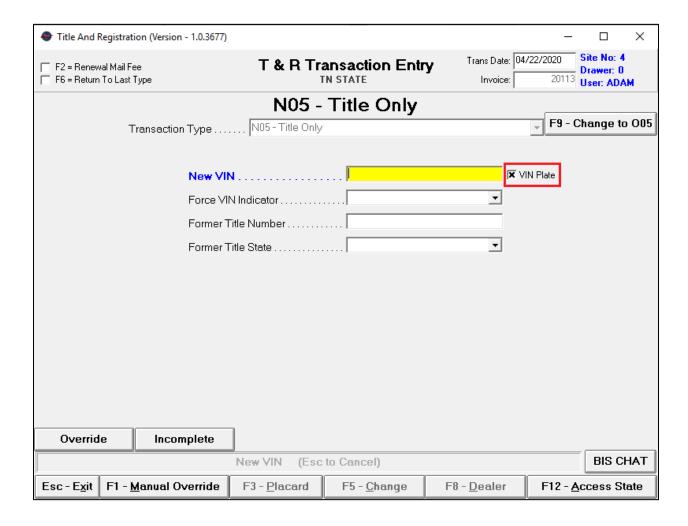
VIN Plate Transactions

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.

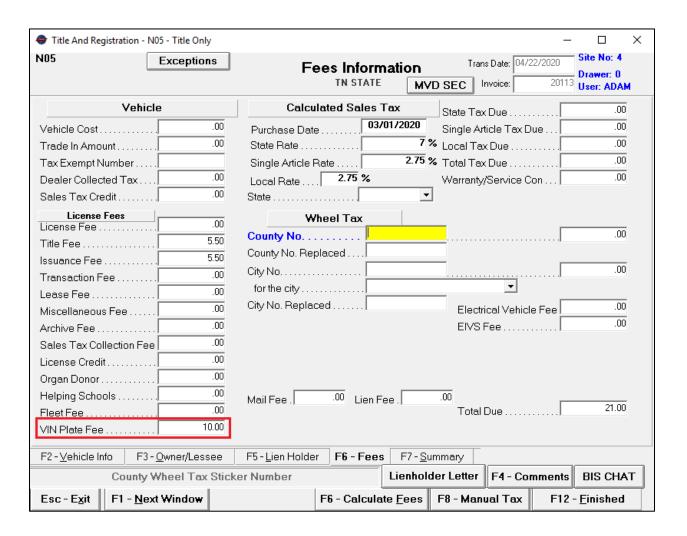


Vehicle Info/Owner Info

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

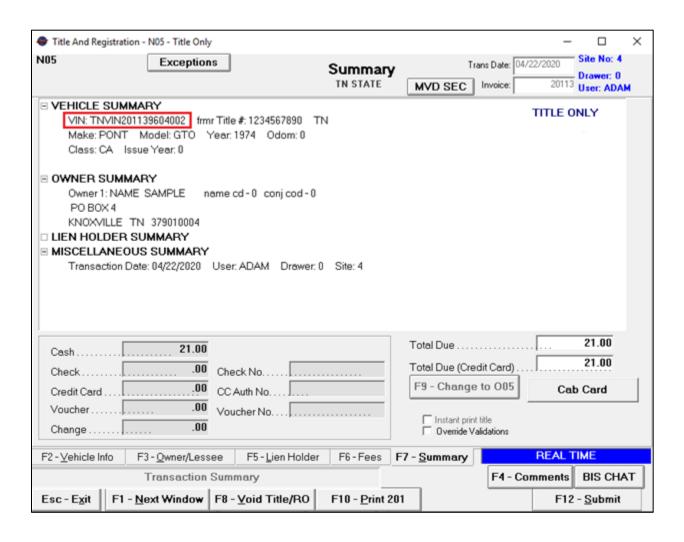
An additional fee field (VIN Plate Fee) is now at the bottom of the fee screen within the transaction to collect the fee required to receive a VIN. Ensure before completing the transaction that this fee is populated.



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.



REGISTRATION FEE	ELECTRIC VEHICLE FEE	CREDIT	LEASE FEE	TRANS FEE	CLERK FEE	5.50	LIEN FEE	5.50	.00
COMPUTATION OF SALES TAX USE	SALES OR USE TAX	SA TAX	LOCAL TAX	ADDITIONAL TAX		ÉCTED IN STATE OF	COUNTY W		WHEEL TAX INS FEE
*SERVICE OPT FEE	ORGAN DONOR	POSTAGE		/ER	ID/RESIDENC	YVERIFICATION	10.00	FEE	21.00
SF-1357 Port: WK	75/DR0/CA Cash	: 21.00 Che	ck: 0.00 (Check#: Cr	edit: 0.00	Auth#: G\	/: 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					