

Dealer Title Application Frequently Asked Questions

1. There are reports that sticker inventories will soon be withdrawn from all dealerships. Is this true?
Yes. VTR will be phasing out use of the preprinted sticker books. Point of Sale sticker printing (POSSP) will allow registration stickers to be produced “on demand” in the county tax offices, at dealerships, and at other locations selected and approved by the counties.
2. Will DTA print the point of sale stickers for the dealers?
No. A separate device known as a Remote Sticker Printing System (RSPS) will be required at the dealership to print registration stickers. The RSPS will only print registration stickers from the DTA disk provided by the dealer.
3. If a dealer issues stickers now from sticker books and does not use DTA, will the dealer be able to use RSPS?
No. The dealer will need to obtain DTA capability in order to use the RSPS to print stickers at their location. Alternatively, the dealer may wait and receive POSSP stickers and plates from the county after their title applications are processed through RTS.
4. How does a dealer get an RSPS?
RSPS units for use with DTA may be leased through the county TAC at \$600 per year.
5. How does the RSPS work with the DTA?
The dealer will still prepare the DTA disk for submission to the county using their DTA system. However, if the dealer is using RSPS, there is no sticker number to be entered. If the dealer’s DTA system requires a sticker number, the dealer should contact their software vendor for the proper workarounds or system updates. The completed DTA disk is then processed through RSPS before being taken to the county. The RSPS will read the DTA disk and print any stickers that are required. The RSPS will also update the DTA disk with control information regarding issuance of the sticker.
6. Can the RSPS be used to print stickers without DTA?
RSPS is available in two configurations. The RSPS-DTA configuration only works with DTA disks. It prints registration stickers as required for newly titled vehicles. It can only print renewal stickers for vehicles undergoing a title transfer if the existing sticker on the vehicle is due to expire. RSPS also is available in a RSPS subcontractor configuration that is used only for registration renewals. It does not support DTA or title related sticker printing. Most dealers will only use the RSPS-DTA configuration.
7. Will existing DTA systems be compatible with RSPS?
Some may require minor software modifications. For example, one popular system requires that a sticker number be entered for newly titled vehicles. These systems may require modifications or workarounds because the new POSSP stickers will not have sticker numbers. Technical information regarding potential

impacts of RSPS on DTA operation has been provided to DTA software vendors for their evaluation. DTA users should contact their software vendor to determine if their DTA system needs to be modified.

8. How many RSPS units does a dealer need?

Each RSPS is preconfigured by the county to support only one DTA Dealer ID Number. At least one RSPS will be required for each DTA Dealer ID Number a dealer is issued. Several RSPS units may be configured for the same ID Number if the dealer desires additional units to support his business volume, dealership locations, or for backup. Dealers serving multiple counties at a single location will need a separate RSPS-DTA unit for each county served.

9. What prevents someone from printing unauthorized stickers?

The RSPS writes control information on each title record on the DTA disk transforming it into an RSPS-DTA disk. This information is used by RTS along with separate audit reports produced by the RSPS to reconcile the number of stickers actually printed with the number reported to RTS and the county TAC. RSPS will only print stickers for records on the DTA diskette that require them.

10. What if the RSPS is broken? How does a dealer issue stickers?

Broken RSPS equipment should be reported immediately to the county tax office. If stickers are needed immediately, the TAC may accept the DTA disk without RSPS processing. In that case, the stickers may be printed by the county tax office and returned to the dealer with the completed DTA package.

11. The county TAC requires dealers to bring DTA disks for review before issuing stickers. How will that work with RSPS?

The DTA disk may still be taken directly to the county for review. If the county approves the work on the disk, then the county may print the stickers for the dealer, or the dealer may use their RSPS to print the stickers, which the county prefers.

12. Will a dealer be able to correct a bad title application record on a DTA disk?

If the error is found prior to RSPS processing, it depends on whether the dealer DTA software allows a DTA disk to be read and modified. If the error is found after RSPS processing, the transaction should be redone on a different disk using the dealer DTA software, and then reprocessed through RSPS. The dealer will be responsible for the original incorrect sticker that was printed as well as the new correct one. An RSPS-DTA disk should not be reprocessed through the dealer DTA system. If corrections need to be made, a new DTA disk should be prepared.

13. What about voiding title records or starting over? Can a dealer do that if a sticker has already been printed?

Dealer RSPS is a sticker-printing system only. There is no voiding capability. A new corrected sticker may be printed if needed, but the dealer is still accountable for the first sticker printed and it will be reflected on the RSPS-DTA disk. The dealer should contact the local county tax office regarding the disposal and accountability of unused or defective stickers.

14. Can a dealer make inquiries of the RSPS database to obtain the vehicle record on a used car?

No. The RSPS has a limited database which contains only limited data on the vehicles it has recently processed. A dealer may subscribe to a separate TxDOT fee-based service which allows internet access to the motor vehicle database for authorized users.

15. Can the data on DTA or RSPS-DTA disks be sent to the county via Internet or modem?

No. The 3.5-inch floppy computer disk is the only way the vendor DTA system, the RSPS, and the county RTS workstation can communicate data with each other. There are no immediate plans to change this.

16. Who is responsible for technical support of DTA and RSPS operations at a dealership?

For technical assistance regarding DTA software, dealers should contact the vendor from whom it was purchased. For assistance regarding RSPS operation, dealers should contact the county tax office. DTA software vendors seeking technical assistance regarding DTA disk standards or DTA interface issues should contact VTR.

17. Who is responsible for training dealer title clerks regarding DTA and RSPS operation?

Training and training materials for dealer DTA software should be obtained from the vendor supplying the software. Initial training and training materials on the RSPS will be provided by the local TAC when the RSPS is leased. Follow-up training of new personnel is the responsibility of the dealer. Questions from DTA or RSPS users regarding rules and regulations pertaining to vehicle registration and titling should be directed to the county tax office.

18. Can multi-year stickers be printed through RSPS?

DTA and RSPS (DTA) will accommodate multi-year registration as authorized by Transportation Code Sec. 502.158. However, the Registration and Title System, RTS (DTA event) accommodates multi-year registration for new vehicles only. VTR has identified an enhancement to accommodate printing multi-year stickers for used vehicles. Therefore, until such time as this enhancement is available, VTR recommends that County Tax Assessor-Collectors refrain from allowing dealers to process multi-year registration when selling/titling used vehicles.