



# Texas Department of Transportation

VEHICLE TITLES AND REGISTRATION DIVISION • AUSTIN, TEXAS 78779-0001 • (512) 465-7611

September 27, 2000

## Registration and Title Bulletin # 92-00

TO: ALL COUNTY TAX ASSESSOR-COLLECTORS

SUBJECT: INTERNET VEHICLE REGISTRATION RENEWAL

### PURPOSE

To provide information concerning TxDOT's Internet Vehicle Registration Renewal (IVRR) program, developed in accordance with the state's E-Government initiative.

### PILOT COUNTIES

Implementation of the program will begin in Harris County on September 30<sup>th</sup>. Personnel from VTR's Houston Regional Office and KPMG Consulting (the vendor that developed the IVRR program) are currently in Houston providing training on the system to county personnel. The remaining pilot counties of Brazoria, Lubbock, Galveston, Montgomery, and Liberty will be implemented after we have determined that the system is operating correctly in Harris County. We will keep you advised of the status of the system as implementation progresses.

### OTHER COUNTIES

Once it has been determined that the system is operating according to accepted guidelines in the pilot counties, the remaining counties will be provided a copy of the *Internet Vehicle Registration Renewal Enrollment Form*. This form contains detailed information about the program and must be properly completed and submitted to VTR in order for a county to be added to the IVRR program. To participate in the program, a county must:

- meet all technical requirements established by TxDOT for participating in the IVRR program (including PC with Internet capability, browser, and laser printer);
- obtain approval to participate in the program from the county commissioner's court;
- execute a contract with a third-party vendor, as provided by TxDOT, to process credit card transactions;
- process qualified Internet registration renewal transactions as submitted by the registrant using current county approval processes;
- allow a third party to accept electronic payment for vehicle registration renewal via the Internet on behalf of the county;
- reconcile deposits with county financial institution records;
- validate financial reports;
- void and/or reissue registrations where a claim is made that the registrant did not receive the registration, using existing county processes;
- void registrations where a claim is made that the transaction was not authorized by the registrant;
- report issues via the IVRR Issues Reporting System; and
- communicate with the third-party vendor and registrants via email, regular mail, and other means as necessary.

Participation in the IVRR program is voluntary. Counties choosing to participate will receive training on the system from VTR regional office personnel prior to implementation in the county.

**CONTACT(S)**

If you have any questions or need additional information, please contact your local TxDOT Vehicle Titles and Registration Division regional office or Mr. Harry Morgan, Director of Field Operations, at (512) 465-7480. Thank you.

Sincerely,



*for* Jerry L. Dike, Director  
Vehicle Titles and  
Registration Division

cc: The Honorable Kristeen Roe, RTA  
President, Tax Assessor-Collectors Association

KPMG Consulting