

# Texas Department of Transportation

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

November 28, 2001

## Registration and Title Bulletin # 159-01

**TO:** All County Tax Assessor-Collectors

**SUBJECT:** Electronic Funds Transfer (EFT)

### PURPOSE

The purpose of this RTB is to respectfully remind you of the correct procedures that should be followed for counties that transmit funds via EFT.

### COUNTY ACTION

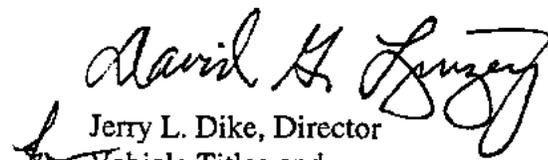
Since the distribution of version 4.2.0, it is now necessary for counties to send funds EFT no later than 6:00 p.m. two days prior to the due date. For example, if your due date is on the 20<sup>th</sup> of the month, the EFT should be sent no later than 6:00 p.m. on the 18<sup>th</sup> of the month. Attached are the state guidelines to follow when submitting payments EFT.

All EFT counties no longer need to send any type of paperwork such as Funds Remittance Reports, Funds Remittance Verification Reports, Funds Summary Report, Funds Transaction Reports, or call in sheets. Counties that remit by writing checks should continue to send the Funds Remittance Verification Report only.

### VTR CONTACT PERSON(S)

If you have any further questions or need additional information, please contact your local Regional Office. Thank you.

Sincerely,

  
Jerry L. Dike, Director  
Vehicle Titles and  
Registration Division

JLD:bbb

Attachment

cc: Mr. James Bass  
TxDOT Finance Division  
Mr. Curt Swenson  
Comptroller's Office  
VTR Administration