

INTRODUCTION TO VERSION 5.2.0

COUNTY

August 2004

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COUNTY
August 2004

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**INTRODUCTION TO RTS VERSION 5.2.0
POINT-OF-SALE STICKER PRINTING
FOR THE COUNTIES
August 2004**

OVERVIEW

Functional and procedural changes are in place in the Registration and Title System (RTS) accommodating the Point-of-Sale Sticker Printing version release. The following is an overview of those changes.

1. Color coded preprinted stickers cease to exist at county locations (except ATV stickers and Annual Permit stickers).
 - Windshield stickers and universal license stickers cease to be accountable inventory items.
 - RTS will no longer prompt for or present stickers as an inventory item.
2. Search by sticker number will no longer be available thru RTS because there is no longer a sticker number (the number appearing on Point-of-Sale stickers is a control number). Search by sticker number will still be available thru MVDI (if the record has a sticker number) at the Regional and Headquarters Offices.
3. Sticker/receipt will print on a new form. Receipt will reflect new font and size.
4. Receipts for transactions that do not include stickers remain the same.
5. Duplicate receipts will mirror originals.
6. Sticker/receipt may be reprinted and voided.
 - Reprints and voids are tracked and retained for audit purposes.
7. Non-attainment counties are identified by county name and sticker, a "Bar" will no longer appear on these stickers.
8. An additional tray is added to the existing county printers. Each printer will have two trays plus a manual feeding tray.
9. The Quick Counter event is eliminated.
10. Enhancement of the Reprint Receipt event allows reprint of all prior receipts.

Sticker/Receipt Form

Until information is printed on the "blank" sticker/receipt form, it is a non-accountable item. The number appearing on the sticker is a control number used strictly for shipping and billing purposes.

Carefully follow sticker removal instructions on the front of the sticker/receipt form.

There are 125 sticker/receipt forms packaged in cellophane-wrapped bundles with 12 bundles (1500) per box. Each bundle should fit into a printer tray.



Please detach at perforation prior to removal of sticker
PRESS THUMB THROUGH RED AREA →
THEN TURN FORM OVER AND REMOVE WINDOW STICKER FROM BACK



000000177

↓ Peel sticker from corners. ↓



DO NOT ATTEMPT TO REMOVE WINDOW STICKER FROM THIS SIDE OF FORM

NOTICE OF FEDERAL MOTOR CARRIER SAFETY REGULATIONS AND HAZARDOUS MATERIALS REGULATIONS FOR OWNERS OF THE FOLLOWING LISTED VEHICLES:

- Vehicles weighing in excess of 10,000 lbs.
- Farm vehicles weighing in excess of 10,000 lbs.
- Vehicles transporting 15 or more passengers.
- Vehicles transporting hazardous material requiring a placard.

"Payment of required registration fees is a declaration of knowledge that Texas has adopted and enforces the Federal Motor Carrier Safety Regulations and Hazardous Materials Regulations, and it is the obligation of the registrant to be familiar with applicable requirements."

WARNING:

THE TRANSPORTATION CODE, SECTION 502.410,

A person commits an offense if the person violates a provision of this chapter and no other penalty is prescribed for the violation.

Peel window sticker from this corner.
See instructions on front of form.



TOP ↑

☐ ← Place the windshield validation sticker within six inches of the

☐ ← safety inspection sticker

LOADING RTS 500 RECEIPT PAPER

- Insert RTS 500 receipt paper face down in printer **tray number 2**, positioning the TxDOT logo facing toward the bottom left hand corner.



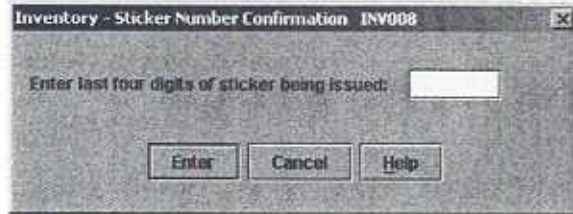
LOADING THE STICKER/RECEIPT FORM

- Insert the Sticker/Receipt Form face down in printer **tray number 3**, positioning the TxDOT logo facing toward the bottom left hand corner.

SCREEN DELETIONS AND CHANGES

The following screen will no longer appear in the system since there will not be a sticker number associated with the sticker/receipt forms:

INVENTORY – STICKER NUMBER CONFIRMATION (INV008)

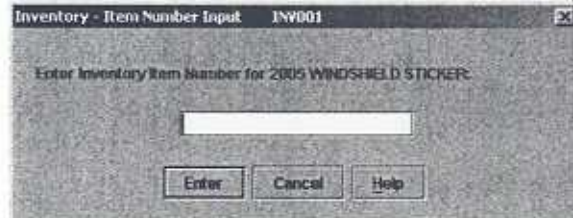


Inventory - Sticker Number Confirmation INV008

Enter last four digits of sticker being issued:

- Although appearing for other inventory (plate, permit), the following screens will no longer appear requiring inventory information for stickers:

INVENTORY – ITEM NUMBER INPUT (INV001)



Inventory - Item Number Input INV001

Enter Inventory Item Number for 2005 WINDSHIELD STICKER:

INVENTORY – REGISTRATION ITEMS (INV007)



Inventory - Registration Items INV007

Expiration Month: August

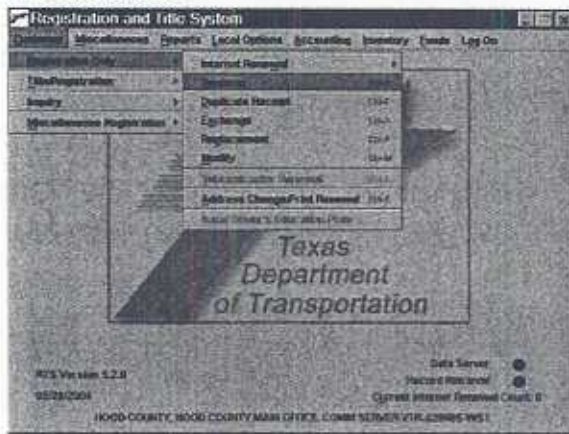
Year	Item Description	Item No
2005	WINDSHIELD STICKER	100WF

☐ Override Item No

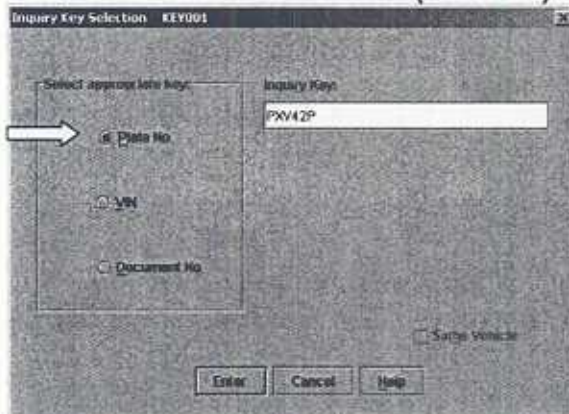
REGISTRATION RENEWAL

Changes to the **Registration Renewal** event due to the elimination of windshield and universal license plate stickers as inventory item codes in the system follow:

MAIN MENU



INQUIRY KEY SELECTION (KEY001)



- The sticker number (Sticker No) is no longer an inquiry selection key in any event.

REGISTRATION (REG003)



- The sticker number field no longer displays on RTS screens or reports.

ENTER REGISTRATION EXPIRATION MONTH AND YEAR (REG029)

The screenshot shows a software window titled "ENTER REGISTRATION EXPIRATION MONTH AND YEAR (REG029)". It contains a table with the following data:

Fees Description	Fees Price
WINDSHIELD STICKER	\$30.00
PLATE PER COPY	\$1.00
PLATE/REGISTRATION FEE	\$6.00
CERT/ROAD BRIDGE 400-ON FEE	\$10.00

Below the table, there is a "Remove Item Label" button and a total amount of \$11.00. At the bottom, there are "Enter", "Cancel", and "Help" buttons.

- There is no change to this screen.
- "Windshield Sticker" or "Plate Sticker" will appear in the Fees Description box on all fee screens. It is not alluding to a certain sticker but to a fee.

Registration Renewal Receipt

- The registration information displays on the upper two-thirds of the **Registration Renewal Receipt** and the lower one-third of the receipt accommodates the new Point of Sale windshield sticker or universal license plate sticker.
- The sticker number no longer displays on the receipt.
- The applicable sticker information prints on the Sticker/Receipt form and the Duplicate copies (RTS 500 paper).
- The Sticker/Receipt form will print first.
- The **Windshield Sticker** prints on the lower left corner and the **Universal License Plate Sticker** prints on the lower right corner of the receipt.
- Each sticker displays the license plate number, the last eight digits of the vehicle identification number (VIN), county name, expiration month and year, and a barcode (barcode is not printed on universal license plate sticker).
- The Bar Code data includes the Document Number, VIN, Resident County Number, Workstation ID, Registration Plate Code, Registration Sticker Code, Plate Number, Expiration Date, Registration Class Code, Print County Number, and the date the sticker was printed.
- The system prints the applicable sticker based upon the vehicle record; the word "**VOID**" prints in the other sticker area. Example: A windshield sticker prints on the left and "**VOID**" appears on the right in the universal license plate sticker space.
- On the following two pages, see **Registration Renewal Receipt** for both windshield sticker and universal license plate sticker.

Registration Renewal Receipt with Windshield Sticker



Texas Department of Transportation

REGISTRATION RENEWAL RECEIPT



COUNTY: HOOD

PLATE NO: PXV42P

DOCUMENT NO: 16110436027151809

OWNER NAME AND ADDRESS

TODD R GREEN
4416 ATHENS AVENUE
MACO, TX 76710

TAC NAME: SANDY TIDWELL

DATE: 06/29/2004

TIME: 01:19PM

EMPLOYEE ID: KTHOMAS

EFFECTIVE DATE: 09/01/2004

EXPIRATION DATE: 8/2005

TRANSACTION ID: 11120038165131956

REGISTRATION CLASS: PASSENGER-LESS/SQL 6000
PLATE TYPE: PASSENGER PLT
STICKER TYPE: NS

PREVIOUS PLATE NO: PXV42P VEHICLE CLASSIFICATION: PASS
VEHICLE IDENTIFICATION NO: 3FALP65338M106371
VEHICLE MAKE: 2001/FORD MODEL: BODY STYLE: 4D UNIT NO:
EXFRT WT: 3900 CARRYING CAPACITY: 0 GROSS WT: 2900 TONGUAGE: 0.00
BODY VEHICLE IDENTIFICATION NO: TRAVEL TRK LENGTH: 0

INVENTORY ITEM(S)
WINDSHIELD STICKER

YR
2005

FEE ASSESSED

WINDSHIELD STICKER

REG FEE-DPS

REFLECTORIZATION FEE

CNTY ROAD BRIDGE ADD-ON FEE

TOTAL

\$ 50.00
1.00
0.30
10.00
\$ 61.80

VEHICLE RECORD NOTATIONS
RELEASE OF PERSONAL INFO RESTRICTED
ACTUAL MILEAGE

METHOD OF PAYMENT AND PAYMENT AMOUNT:
CHECK #123456 \$ 61.80

TOTAL AMOUNT PAID \$ 61.80

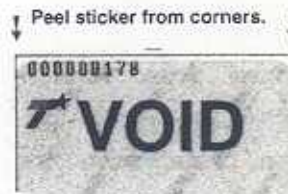
THIS RECEIPT TO BE CARRIED IN ALL COMMERCIAL VEHICLES.

Please detach at perforation prior to removal of sticker

PRESS THUMB THROUGH RED AREA →
THEN TURN FORM OVER AND REMOVE WINDOW STICKER FROM BACK



000000178



DO NOT ATTEMPT TO REMOVE WINDOW STICKER FROM THIS SIDE OF FORM

Registration Renewal Receipt with Universal License Plate Sticker



Texas Department of Transportation

REGISTRATION RENEWAL RECEIPT



COUNTY: HOOD
 TAC NAME: SANDY TIDWELL
 DATE: 07/02/2004
 TIME: 08:56AM
 EMPLOYEE ID: KHUBBAR
 EFFECTIVE DATE: 07/01/2004
 EXPIRATION DATE: 6/2005
 TRANSACTION ID: 11130238168085604
 PLATE NO: 74VJHL
 DOCUMENT NO: 16131136547085953
 OWNER NAME AND ADDRESS
 GARY GARNER
 P O BOX 155151
 WACO, TX 76715

VEHICLE LOCATION ADDRESS
 2619 COLCORD
 WACO, TX 76707

REGISTRATION CLASS: TRAILER
 PLATE TYPE: TRLR PLT
 STICKER TYPE: US

PREVIOUS PLATE NO: 74VJHL
 VEHICLE IDENTIFICATION NO: 11WMC1626TW220979
 YR/MAKE: 1998/W-W MODEL: BODY STYLE: VN UNIT NO:
 EMPTY WT: 3200 CARRYING CAPACITY: 3500 GROSS WT: 6700 TONNAGE: 0.00
 BODY VEHICLE IDENTIFICATION NO: TRAVEL TRLR LENGTH: 0

INVENTORY ITEM(S)	YR	FEE ASSESSED	AMOUNT
PLATE STICKER	2005	PLATE STICKER	\$4.48
		REFLECTORIZATION FEE	\$0.50
		CNTY ROAD BRIDGE ADD-ON FEE	\$10.00
		TOTAL	\$64.78

VEHICLE RECORD NOTATIONS
 RELEASE OF PERSONAL INFO RESTRICTED

METHOD OF PAYMENT AND PAYMENT AMOUNT:
 CHECK #123456 \$64.78
 TOTAL AMOUNT PAID \$64.78

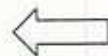
THIS RECEIPT TO BE CARRIED IN ALL COMMERCIAL VEHICLES.

Please detach at perforation prior to removal of sticker

PRESS THUMB THROUGH RED AREA →
 THEN TURN FORM OVER AND REMOVE WINDOW STICKER FROM BACK



000006887

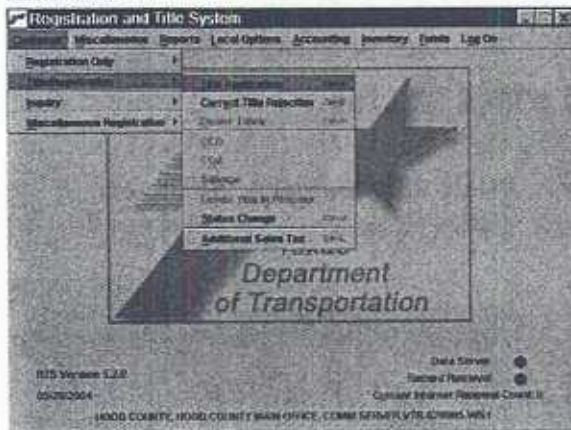


DO NOT ATTEMPT TO REMOVE WINDOW STICKER FROM THIS SIDE OF FORM

TITLE APPLICATION

Changes to the **Title Application** event due to the elimination of windshield and universal license plate stickers as inventory item codes in the system follow:

Main Menu



OWNER ENTRY (TTL007)

The screenshot shows the 'Owner Entry (TTL007)' form. It contains several fields for data entry:

- Owner Name:** Owner ID: JOHN Q PUBLIC
- Owner Address:** 123 MAPPLE ST, GEORGETOWN TX 78643
- Previous Owner:** JAMES THOMAS, AUSTIN TX
- County Of Residence:** 111 (indicated by a white arrow)
- Dealer License No:** (empty)
- Unit No:** (empty)

 There are also checkboxes for 'Record Lien(s)' and 'Check to record lien(s)'. At the bottom right, there are buttons for 'Enter', 'Cancel', and 'Help'.

- There is no change to this screen.
- The county name corresponding with the county number appearing in the "County Of Residence" field will print on the Point-of-Sale sticker.

- **ENTER REGISTRATION EXPIRATION MONTH AND YEAR (REG029)**

The screenshot shows a software interface for entering registration expiration information. At the top, it says "Enter registration expiration month and year." Below this, there are fields for "Month/Year: 06/2006" and "Expiration Exp. Month/Year: 06/2006". A "Transaction Total" of 367.30 is displayed. A table of fees is shown, including Title Application Fee, Term Fee, Sales Tax Fee, Windshield Sticker, Reg Fee-DPS, Reflectors Fee, and Cnty Road Bridge Add-On Fee. The total transaction amount is 367.30.

Fees Description	Am. Price
TITLE APPLICATION FEE	\$13.00
TERM FEE	\$20.00
SALES TAX FEE	\$312.50
WINDSHIELD STICKER	\$40.50
REG FEE-DPS	\$1.00
REFLECTORIZATION FEE	\$2.30
CNTY ROAD BRIDGE ADD-ON FEE	\$10.00

Transaction Total: 367.30

- There is no change to this screen.
- "Windshield Sticker" or "Plate Sticker" will appear in the Fees Description box on all fee screens. It is not alluding to a certain sticker but to a fee.

Title Application Receipt

- The registration information displays on the upper two-thirds of the **Title Application Receipt** and the lower one-third of the receipt accommodates the new Point-of-Sale windshield sticker or universal license plate sticker.
- The sticker number no longer displays on the receipt.
- The applicable sticker information prints on the Sticker/Receipt form and the Duplicate copies (RTS 500 paper).
- The Sticker/Receipt form will print first.
- The **Windshield Sticker** prints on the lower left corner and the **Universal License Plate Sticker** prints on the lower right corner of the receipt.
- Each sticker displays the license plate number, the last eight digits of the vehicle identification number (VIN), county name, expiration month and year, and a barcode (barcode is not printed on universal license plate sticker).
- The Bar Code data includes the Document Number, VIN, Resident County Number, Workstation ID, Registration Plate Code, Registration Sticker Code, Plate Number, Expiration Date, Registration Class Code, Print County Number, and the date the sticker was printed.
- The system prints the applicable sticker based upon the vehicle record; the word "VOID" prints in the other sticker area. Example: A windshield sticker prints on the left and "VOID" appears on the right in the universal license plate sticker space.
- On the following page, see a **Title Application Receipt** for windshield sticker.



Texas Department of Transportation

TITLE APPLICATION RECEIPT



COUNTY: HOOD
 PLATE NO: 912THF
 DOCUMENT NO: 11120038165132736

TAC NAME: SANDY TIDWELL
 DATE: 06/29/2004
 TIME: 01:20PM
 EMPLOYEE ID: KTHOMAS
 EFFECTIVE DATE: 06/29/2004
 EXPIRATION DATE: 1/2005
 TRANSACTION ID: 11120038165132736

OWNER NAME AND ADDRESS
 JOHN Q PUBLIC
 123 MAPPLE ST
 GEORGETOWN, TX 76543

REGISTRATION CLASS: PASSENGER-LESS/VEH 6000
 PLATE TYPE: PASSENGER FLT
 STICKER TYPE: NS

VEHICLE IDENTIFICATION NO: 1FDNK7490VA12600 VEHICLE CLASSIFICATION: PASS
 YR/MAKE: 1982/FORD MODEL: BODY STYLE: 2T UNIT NO:
 EMPTY WT: 3400 CARRYING CAPACITY: 0 GROSS WT: 3400 TONNAGE: 0.00 TRAILER TYPE:
 BODY VEHICLE IDENTIFICATION NO: TRAVEL TRLR LENS/MDTH: 0
 PREV OWNER NAME: JAMES THOMAS PREV CITY/STATE: AUSTIN, TX

INVENTORY ITEM(S) YR
 PASSENGER FLT 2005
 WINDSHIELD STICKER
 VEHICLE RECORD NOTATIONS
 RELEASE OF PERSONAL INFO RESTRICTED
 DISSEL

FEE	AMOUNT
TITLE APPLICATION FEE	13.00
TRSP FEE	20.00
SALES TAX FEE	312.50
WINDSHIELD STICKER	40.50
REG FEE-OPS	1.00
REPLACETORIZATION FEE	0.30
CNTY ROAD BRIDGE ADD-ON FEE	10.00
TOTAL	397.30

METHOD OF PAYMENT AND PAYMENT AMOUNT:
 CHECK #123456 2 397.30

TOTAL AMOUNT PAID 2 397.30

ODOMETER READING: EXEMPT BRAND:
 OWNERSHIP EVIDENCE: TEXAS TITLE
 1ST LIEN

SALES TAX CATEGORY: SALES/USE

Sales Tax Date: 06/29/2004	
Sales Price	5,000.00
Less Trade In Allowance	0.00
Taxable Amount	5,000.00
Sales Tax Paid	312.50
Less Other State Tax Paid	0.00
Tax Penalty	0.00
TOTAL TAX PAID	312.50

Batch No: 2003816501 Batch Count: 1

THIS RECEIPT TO BE CARRIED IN ALL COMMERCIAL VEHICLES.

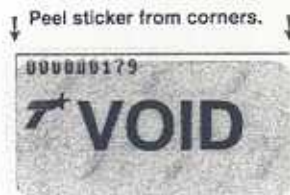
THIS RECEIPT IS YOUR PROOF OF APPLICATION FOR CERTIFICATE OF TITLE AND REGISTRATION.

Please detach at perforation prior to removal of sticker

PRESS THUMB THROUGH RED AREA →
 THEN TURN FORM OVER AND REMOVE WINDOW STICKER FROM BACK



000000179

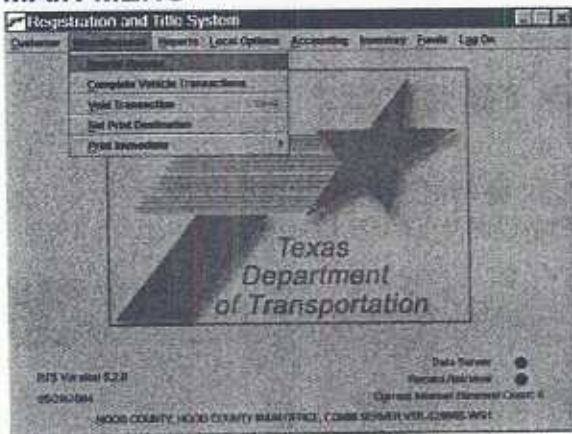


DO NOT ATTEMPT TO REMOVE WINDOW STICKER FROM THIS SIDE OF FORM

REPRINT RECEIPT

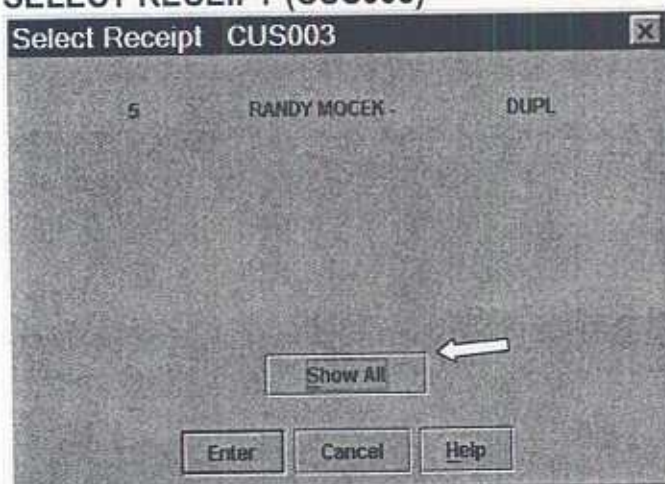
Changes to the **Reprint Receipt** event due to the elimination of windshield and universal license plate stickers as inventory item codes in the system are as follows:

MAIN MENU



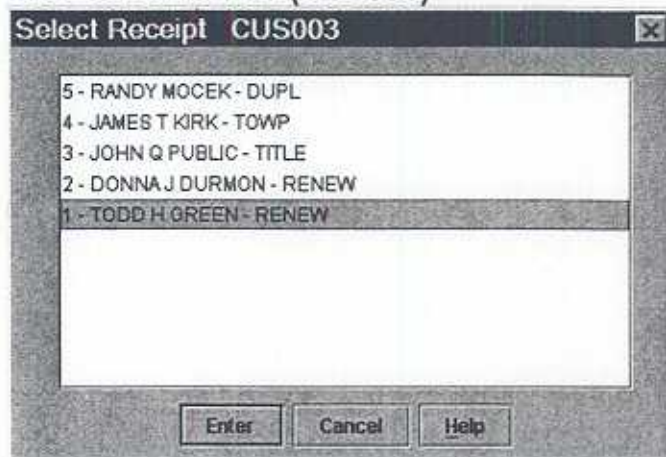
- Reprint Receipt is no longer limited to reprinting the last transaction. All transactions completed during the workday can be reprinted.
- All "Reprint Receipt" transactions where sticker issuance was associated with the original transaction will count as a sticker reprint. Therefore, a copy of the receipt must be retained to account for the reprint.

SELECT RECEIPT (CUS003)



- The last transaction completed appears on the new **Select Receipt (CUS003)** screen.
- Selecting the ENTER key on this screen will select the last transaction processed and take the user directly to the **Reprint Receipt (RPR001)** screen.
- A list of all completed transactions for the day may be viewed for reprint by selecting "Show All."

SELECT RECEIPT (CUS003)

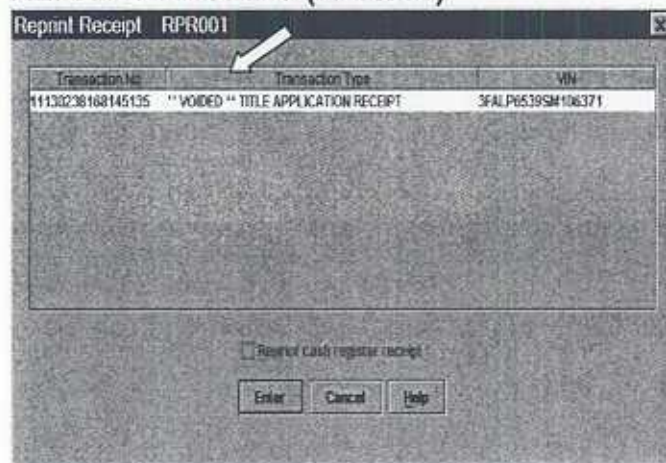


Transaction No.	Transaction Type	VN
5 - RANDY MOCEK - DUPL		
4 - JAMES T KIRK - TOWP		
3 - JOHN Q PUBLIC - TITLE		
2 - DONNA J DURMON - RENEW		
1 - TODD H GREEN - RENEW		

Enter Cancel Help

- The second step of the **Select Receipt (CUS003)** screen appears displaying all transactions completed during the current workday in reverse order with the most recent appearing at the top of the box.
- Highlight the appropriate owner name and select the ENTER key.

REPRINT RECEIPT (RPR001)



Transaction No.	Transaction Type	VN
11130236168145135	**VOIDED** TITLE APPLICATION RECEIPT	3FALP6539SM106371

☐ Reprint Cash Register Receipt

Enter Cancel Help

- There is no change to the **Reprint Receipt (RPR001)** screen, except when a transaction is voided.
- Voided transactions cannot be reprinted.
- If one transaction of a multi-transaction set is voided, it will be marked ****VOIDED**** on the **Reprint Receipt (RPR001)** screen and the cash register receipt cannot be printed.
- The **Supervisor Override (CTL004)** screen appears when a transaction other than the last completed transaction is selected.

Reprint Receipt



Texas Department of Transportation

TITLE APPLICATION RECEIPT



COUNTY: HOOD
PLATE NO: 912THF
DOCUMENT NO: 1112003816512736
OWNER NAME AND ADDRESS
JOHN Q PUBLIC
123 MAPPLE ST
GEORGETOWN, TX 76543

TAC NAME: RANDY TIDWELL
DATE: 06/29/2004
TIME: 01:27PM
EMPLOYER ID: KTHOMAS
EFFECTIVE DATE: 06/29/2004
EXPIRATION DATE: 5/2005
TRANSACTION ID: 1112003816512736

REGISTRATION CLASS: PASSENGER-LESS/ROL 6000
PLATE TYPE: PASSENGER PLT
STICKER TYPE: MS

VEHICLE IDENTIFICATION NO: 1FDMK74N9CVA12600 VEHICLE CLASSIFICATION: PASS
YR/MAKE: 1982/FORD MODEL: BODY STYLE: 2T UNIT NO:
EMPTY WT: 3400 CARRYING CAPACITY: 0 GROSS WT: 3400 TONNAGE: 0.00 TRAILER TYPE:
BODY VEHICLE IDENTIFICATION NO: TRAVEL TRAILER LMO/MOYR: 0
PREV OWNER NAME: JAMES THOMAS PREV CITY/STATE: AUSTIN, TX

INVENTORY ITEM(S) YR
PASSENGER PLT 2000
WINDSHIELD STICKER
VEHICLE RECORD NOTATIONS
RELEASE OF PERSONAL INFO RESTRICTED
DIESEL

FEE ASSESSED	
TITLE APPLICATION FEE	13.00
TRSP FEE	20.00
SALES TAX FEE	312.50
WINDSHIELD STICKER	40.00
REG FEE-OPS	1.00
REFLECTORIZATION FEE	0.10
CNTY ROAD BRIDGE ADD-ON FEE	10.00
TOTAL	397.30

METHOD OF PAYMENT AND PAYMENT AMOUNT:
CHECK #121456 \$ 397.30
TOTAL AMOUNT PAID \$ 397.30

ODOMETER READING: EXEMPT BRAND:
OWNERSHIP EVIDENCE: TEXAS TITLE
1ST LIEN

SALES TAX CATEGORY: SALES/USE

2ND LIEN

3RD LIEN

Sales Tax Date: 06/29/2004	
Sales Price	5,000.00
Less Trade In Allowance	0.00
Taxable Amount	5,000.00
Sales Tax Paid	312.50
Less Other State Tax Paid	0.00
Tax Penalty	0.00
TOTAL TAX PAID	312.50

Batch No: 2003816501 Batch Count: 1

THIS RECEIPT TO BE CARRIED IN ALL COMMERCIAL VEHICLES.

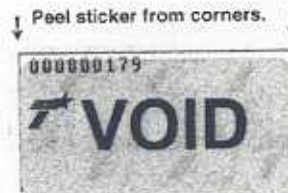
THIS RECEIPT IS YOUR PROOF OF APPLICATION FOR CERTIFICATE OF TITLE AND REGISTRATION.

Please detach at perforation prior to removal of sticker

PRESS THUMB THROUGH RED AREA →
THEN TURN FORM OVER AND REMOVE WINDOW STICKER FROM BACK



000000179

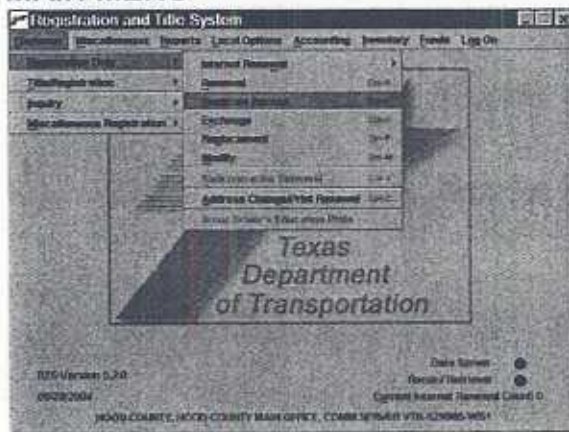


DO NOT ATTEMPT TO REMOVE WINDOW STICKER FROM THIS SIDE OF FORM

DUPLICATE RECEIPT

Information regarding the **Duplicate Receipt** event due to the elimination of windshield and universal license plate stickers as inventory item codes in the system follow:

MAIN MENU



- A “full page” copy of the original receipt will print.
- The sticker portion will not appear on the Duplicate Receipt.

DUPLICATE RECEIPT

COUNTY: HOOD

PLATE NO: KBV52J

DOCUMENT NO: 16125036047132154

OWNER NAME AND ADDRESS

RANDY MOCK

179 EMILY

WACO, TX 76708

TAC NAME: SANDY TIDWELL

DATE: 06/30/2004

TIME: 10:49AM

EMPLOYEE ID: RHUBBAR

EFFECTIVE DATE: 02/06/2003

EXPIRATION DATE: 8/2004

TRANSACTION ID: 11130238166104959

REGISTRATION CLASS: PASSENGER-LESS/EQL 6000

PLATE TYPE: PASSENGER PLT

STICKER TYPE: WS

PREVIOUS PLATE NO: KBV52J PREVIOUS EXPIRATION DATE: 1/2004

VEHICLE CLASSIFICATION: PASS-TRK CUSTOMER REG FEES PAID: \$66.80

VEHICLE IDENTIFICATION NO: 1GNCS13W0V2152361

YR/MAKE: 2003/CHEV MODEL: BZR BODY STYLE: UT UNIT NO:

EMPTY WT: 3900 CARRYING CAPACITY: 0 GROSS WT: 3900 TONNAGE: 0.50

BODY VEHICLE IDENTIFICATION NO: TRAVEL TRLR LENGTH: 0

REGISTRATION ISSUE DATE: 01/11/2004 COUNTY OF REGISTRATION: 220

FEES ASSESSED		
DUPLICATE RECEIPT	\$	2.00
TOTAL	\$	2.00

VEHICLE RECORD NOTATIONS
RELEASE OF PERSONAL INFO RESTRICTED
ACTUAL MILEAGE
DOCUMENT TYPE : REGULAR TITLE

METHOD OF PAYMENT AND PAYMENT AMOUNT:		
CASH	\$	2.00

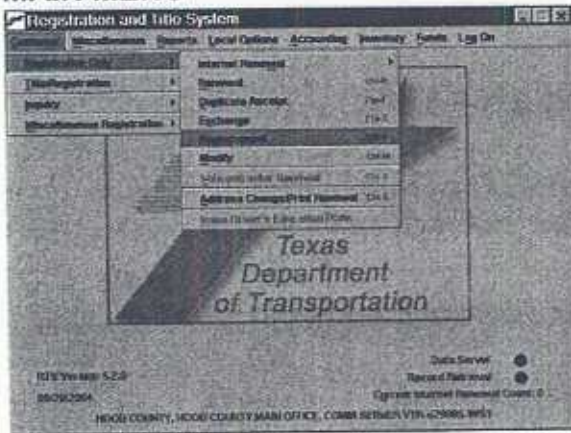
TOTAL AMOUNT PAID \$	2.00
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THIS RECEIPT TO BE CARRIED IN ALL COMMERCIAL VEHICLES.

REPLACEMENT

Information regarding the **Replacement** event due to the elimination of windshield and universal license plate stickers as inventory item codes in the system follow:

MAIN MENU



- Because the plate number appears on stickers, when a plate is to be replaced on a currently registered vehicle, a new sticker must also be issued.
- "Plate Only" should be selected only for fixed-month plate types such as Combination.
- When issuing a registration correction in which the month of expiration and/or plate number is modified, a no-charge replacement sticker reflecting the new month and/or plate number must also be issued. Select the "same vehicle" checkbox.

VOID TRANSACTION

Changes to the **Void Transaction** event due to the elimination of windshield and universal license plate stickers as inventory item codes in the system follow:

MAIN MENU



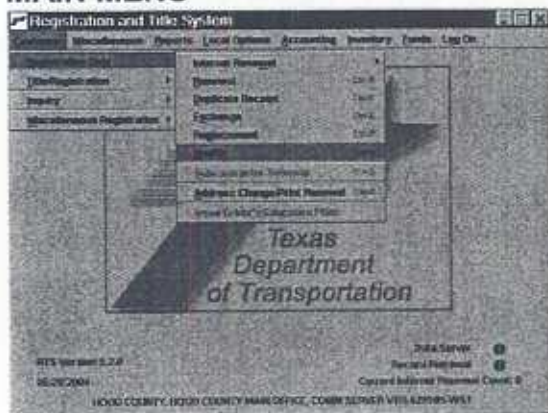
- Transaction can be voided only on the workstation on which it was originally processed. Supervisors must go to the issuing workstation to void a transaction.

- Voided transactions cannot be reprinted.
- If one or more transactions of a multi-transaction set is voided, Reprint Cash Register Receipt is disabled and cannot be reprinted.
- All voided transactions may be viewed in the Reprint Receipt event (select "Show All"), but cannot be reprinted.

MODIFY

Information regarding the **Modify** event due to the elimination of windshield and universal license plate stickers as inventory item codes in the system follow:

MAIN MENU

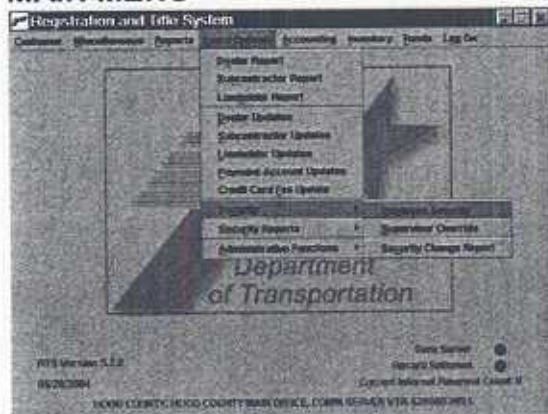


- A registration correction, in which the month of expiration and/or plate number is modified, requires the issuance of a no-charge replacement sticker reflecting the new month and/or plate number. Select the "Same Vehicle" checkbox.

LOCAL OPTIONS

Changes to the **Security** event due to the elimination of windshield and universal license plate stickers as inventory item codes in the system follow:

MAIN MENU



SECURITY ACCESS RIGHTS REGISTRATION ONLY (SEC006)

- The **Quick Counter** checkbox has been eliminated.

Note: The Quick Counter event used to scan renewals was an efficient and quick method for simple renewals, until the advent of Point-of-Sale sticker printing. Now a sticker prints after each scanned receipt allowing no significant reduction of time.

SECURITY ACCESS RIGHTS MISCELLANEOUS (SEC011)

- The **Reprint Receipt** checkbox defaults to unchecked when adding a new user.

SECURITY ACCESS RIGHTS REPORTS (SEC012)

- The **Quick Counter Report** checkbox has been eliminated.
- The **Reprint Sticker Report** checkbox has been added for VTR use only.

REPORTS

All Reports Displaying Inventory

- Item Numbers no longer appear for printable stickers (WS, US, TTS, and ATVS).

Inventory Detail Report (RTS.POS.5161)

- Point-of-Sale sticker activity is reflected and a "Reprinted" column appears on this report.

Inventory Summary Report (RTS.POS.5221)

- Point-of-Sale sticker activity is reflected including a column for "Quantity Reprinted."

Batch Inventory Action Report (RTS.POS.9901)

- All parts no longer display "Begin" and "End" numbers for printable stickers (WS, US, TTS, and ATVS).
- Part C lists stickers that were voided at the Point-of-Sale.
- Part J lists stickers that were reprinted at the Point-of-Sale.
 1. This part include stickers that were originally printed from scanner and/or keyboard entry in RTS Subcontractor Renewal or Dealer Title Application events, then later reprinted at the Point-of-Sale.
 2. Reports are sorted by Workstation ID, Employee ID, Item Code and Item Year.
- Part K lists stickers that were printed, reprinted, and/or voided on the Remote Sticker Printing System (RSPS).

Substation Inventory Report (RTS.POS.5923)

- This report reflects all Point-of-Sale sticker activity for the substation.
 1. It prints at the substation and includes a "Quantity Reprinted" column.

County-Wide Inventory Report (RTS.POS.5903)

- This report reflects all Point-of-Sale sticker activity for the county.
 1. It prints at the main office and includes a "Quantity Reprinted" column.

Inventory Received Report (RTS.POS.3021)

- Only non-printable items are added to inventory.
 1. When an invoice is received, the system verifies that no printable inventory items (WS, US, TTS, and ATVS) are included.
 2. Printable Item Codes and message ("Item Rejected By System: This Item Code Is Printable.") are listed along with other (non-printable) Inventory Codes.

CLASSIC AND ANTIQUE VEHICLES/MOTORCYCLES

Previously, VTR stopped assigning Classic stickers and Antique tabs as the plate number. The majority of these records have been corrected by the county tax offices; however, records still exist with the plate type **"Z-CALL TxDOT Before Chg."** The Admin Table changes distributed with version 5.2.0 will now require the county user to assign the appropriate plate type **"Old License Plate"** to these records.

1. All records reflecting the plate type **"Z-CALL TXDOT BEFORE CHG"** on the **Registration (REG003)** screen now force a change to the plate type at renewal.

NOTE: Error Message **RTS000411** "THE CLASS/PLATE/STICKER COMBINATION IS INVALID. GO TO CHANGE REGISTRATION – ADDITIONAL INFORMATION SCREEN" appears for all **"Z-CALL TXDOT BEFORE CHG"** designated records following the **Inquiry Key Selection (KEY001)** screen.

2. To change the plate number the user should:
 - a) Access Change Registration
 - b) Change the Plate Type field on the **Class/Plate/Sticker Type Choice screen (REG008)** from the default listing to **"OLD License Plt."**
 - c) Select either Windshield Sticker (WS) or Plate Sticker (US) from the sticker type field
 - d) Continue to the **Enter Registration Expiration Month and Year screen (REG029)** and
 - e) Check (✓) the **Customer Supplied Inventory** checkbox
 - f) Enter the customer's "old" plate number and a plate age of "1"
3. The use of Customer Supplied Inventory will correct the system and the inventory will not appear on Part A of the **BIAR Report**.

NOTE: Antique Tabs will print in the universal license plate sticker format but continue to display as item code **"ATS"** on reports, no change to process.

MAILING ADDRESS ON TITLE AND RENEWAL STICKER/RECEIPT FORMS

NOTE: Since the title and renewal receipt has been redesigned, the owner address may no longer appear through a county's return mail window envelope. The counties that use envelopes with windows similar to those used by TxDOT may reuse the Renewal Notice form returning it to the customer folded outside or on top of the sticker/receipt form. However, each county must determine if this option is acceptable as a long-term solution or if an envelope redesign will be required.

Version 5.2.0 Activity Changes

PRIMARY EVENT SELECTION	SECONDARY EVENT SELECTION	ACTIVITY DESCRIPTION	STATUS
CUSTOMER Registration Only	Texas Online Internet Registration Renewal and Address Change	Problem: Alaska and South Dakota did not appear in the state drop-down list when keying in the address.	Fix completed:
		Problem: Once an Internet user selected a county and processed the transaction before realizing that the wrong county had been selected, and then selected "browser back" to re-enter correctly, the record displayed the original county selection.	Fix completed:
	County Processing	Problem: During county processing of Internet records, the last hold record was left on hold and the system left it "in process."	Fix completed:
	Renewal	Problem: The Mail Fee checkbox was disabled on the Fees Due (PMT004) screen.	Fix completed:
		Problem: Error Message 729 "PLATE/STICKER IS CANCELLED. PROCESSING CANNOT CONTINUE" is no longer appropriate.	Fix completed: STICKER was deleted
CUSTOMER Title/Registration	Title Application	Problem: When transferring a non-titled vehicle, where the record displays a "Stolen" remark the document type code does not change from Non-Titled to Original.	Fix completed:
	Title Application SC SCOT NRPCOT	Problem: When transferring a vehicle record displaying an Owner Address with "zipcode+4" to a "Non-USA" Owner Address, the "zipcode+4" field contained data from the original USA record.	Fix completed:

PRIMARY EVENT SELECTION	SECONDARY EVENT SELECTION	ACTIVITY DESCRIPTION	STATUS
<u>INVENTORY</u>	Receive Invoice	Problem: The Verification On default on the screen Inventory – Receive Invoice (INV004) screen was "Destination Only."	Fix completed: Set default to "All Substations"
<u>MISCELLANEOUS</u>	Void Transaction	Problem: The Cash Drawer would not open when voiding a prior transaction with an associated payment.	Fix completed:
<u>ACCOUNTING</u>	Additional Collections	Problem: Account Item Codes appeared on the Additional Collections (RTS.POS.2301) Report.	Fix completed: Account Item Codes removed
		Problem: Formatting on the Additional Collections (RTS.POS.2301) Report did not parallel other reports.	Fix completed: