



## CVR Software Release Notes CA EVR Version 6.0

### Introduction

CVR is pleased to announce California Electronic Vehicle Registration (CA EVR) Software Release 6.0. This release includes retrieval of Vehicle, Registered Owner and Plate with Owner information (KSR) as well as additional specialized and specialty plate types as mandated by the passing of AB1215 in California. Other product features and updates have been included in this release as described in this document.

### Required Installation Date

Release	Deployment requirements	Date of availability	Required installation date	Link to page
CAEVR 6.0A-5.10	Requires client deployment	11/22/2013	11/22/2013	<a href="#">CA EVR 6.0A-5.10.0</a>

**\*\*If you have any difficulty, please call CVR Support Central at 1-800-333-6995\*\***

**CA EVR 6.0A-5.10.0**

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## 1. System Requirements

- CAEVR requires a computer with the following minimum hardware configuration:
- 800x600 or higher resolution video card and monitor
- A high-speed internet connection (DSL, Cable, T1, etc.)
- Keyboard and mouse
- A laser printer for Registration Cards/Reports
- One of the following operating systems with the recommended hardware configuration for the OS:

### 1.1 Windows 8.1 Pro (32-bit)

- 1 GHz or faster processor
- 1 GB system memory
- 16 GB available hard disk space

### 1.2 Windows 8.1 Pro (64-bit)

- 1 GHz or faster processor
- 2 GB of system memory
- 20 GB available hard disk space

### 1.3 Windows 8 Pro (32-bit)

- 1 GHz or faster processor
- 1 GB system memory
- 16 GB available hard disk space

### 1.4 Windows 8 Pro (64-bit)

- 1 GHz or faster processor
- 2 GB of system memory
- 20 GB available hard disk space

### 1.5 Windows XP Professional

- 800 MHz or faster processor
- 512 MB system memory
- 1.5GB available hard disk space

### 1.6 Windows Vista Business and Windows 7 Pro (32-bit)

- 1 GHz or faster processor
- 1 GB system memory
- 16 GB available hard disk space

### 1.7 Windows Vista Business and Windows 7 Pro (64-bit)

- 1 GHz or faster processor
- 2 GB of system memory
- 20 GB available hard disk space

Note: 250 MB of free hard disk space should be available for the EVR application and database files for a typical installation.

## 2. Installation Instructions

### 2.1 New Installation

This application can be used for a New Install or for an upgrade to the new version.

During the installation process, click **Next** to accept the default setup values displayed for each of the prompts.

### 2.2 Upgrade Installation

- Clients must be on version 5.8A to later, to upgrade to 6.0A.

## 3. Enhancements

### 3.1 Renewal – Goldenrod and Permanent Fleet Registration

In this release several renewal registration changes have been added to support Goldenrod and PFR Renewal

#### 3.1.1 Renewal Goldenrod – Renewing Vehicles without California Titles

A Goldenrod registration may be issued when out-of-state titling documents are not submitted at the time of application for California registration. In such cases, there is no change of ownership. Once a vehicle is registered as a Goldenrod, registration will be renewed as a Goldenrod until a California Title is issued.

Plate					
Cur Exp Date:	02/18/2016	19	Specialty Plate Assignment:		Plate Type:
Fee Exempt Code:	INDIAN RESERVATION		File Code:	AUTO	Special Symbol:
			Proof of Insurance:		Sticker No:

To process a Goldenrod Renewal Registration, Duplicate or Substitute deal, do the following:

- Select your vehicle type
- Select your Plate Type as 'Auto-Goldenrod', 'Commercial-Goldenrod', 'Motorcycle-Goldenrod' or 'Trailer-Goldenrod'.
- Enter all appropriate renewal registration fields – current expiration date, plate number and sticker;

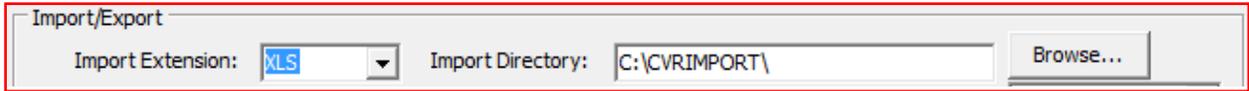
Or

Use the CVR KSR (preload) button on the plate field to retrieve most required fields from DMV.

- Transmit your record to DMV for processing.

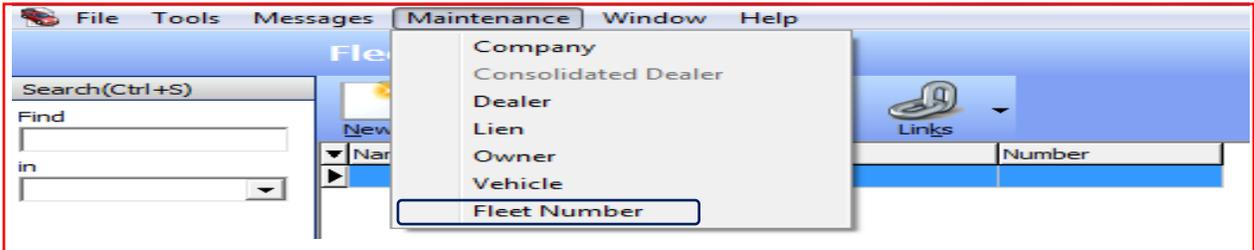
### 3.2 Fleet Processing - XLS Import has been updated to support PFR Processing

The XLS Import has been updated to support PFR Fleet processing as described above. If your Fleet or Rental Car company is setup with this import facility, please contact your CVR Account Executive for a reconfiguration of the your existing setup. See PFR Processing below for additional details.



#### 3.2.1 Permanent Fleet Registration (PFR)

CVR is pleased to announce that effective this release, Fleet Dealers and other Fleet Business Entities, can now process Permanent Fleet Registration for New Vehicle Registrations with or without MSOs, Renewals, Plate Replacement, Apply for Duplicate Registration Certificates as well as Duplicate Titles. They can also Remove vehicles from their PFR Fleet for normal Registration. **Fleet Number** setup from the 'Maintenance' section of the application, is a necessary pre-requisite to minimize repeated data entry of the Fleet Number on every Transaction.

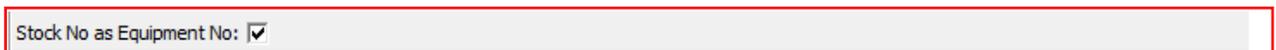


#### 3.2.2 PFR Setup and configuration

- a. Add as many Fleet Numbers as required via the Fleet Number maintenance as illustrated below. These Fleet Numbers will conveniently display for your selection on the Vehicle Tab in Registration Entry.



- b. Check Stock Number as Equipment Number check Box if needed, in Dealer Maintenance.



- c. Create a Template and check the 'Equipment#' checkbox as well as preselecting 'PFR Process' from the PFR Process List.

Description

Vehicle Type: AUTO Sold: 11/10/2012 Operated: 11/10/2012

VIN: Make: ACUR Date Fees Due: 09/09/2011

Body: 2T or a new body: 2T Model Year: \* Year: Fuel Type: GASOLINE

Odometer: Odom Status: ACTUAL Odom Unit: MILES

PFR Process: PFR Process PFR Fleet Number: 9990 Stock Number: Equip#:

3.2.3 Adding Vehicles to Your PFR Fleet

You can now add your new vehicles or Used 'Out-of-State' Vehicle with or without MSOs to your Fleet, by submitting a New Vehicle Report Sale application via the EVR system. To do so, appropriately;

- a. Select Initial Registration, Non-Resident or Miscellaneous Original Transaction type to start the process.
- b. If you are using a preset Template, PFR Process, PFR Fleet Number and Equipment Number may have been preselected.
- c. If you are importing your deal via the XLS import, the PFR Process, PFR Fleet Number, Stock Number and Equipment Number are imported along with other preset defaults. Your Account Executive can setup the XLS Import for PFR Fleets, at your request.

PFR Process: PFR Process PFR Fleet Number: 9990 Stock Number: T666666 Equip#:

- d. A PFR Permanent Sticker will be assigned to your deal. Year Stickers will not be issued.
- e. Upon successful processing of your deal(s), the BPA system will charge a Permanent Fleet Registration Fee, in addition to other Fees and Taxes due on your deal(s).

Number	Description	Fee Amount
1	CURRENT REGISTRATION	\$43.00
2	ALT FUEL/TECH REG FEE	\$3.00
3	CURRENT CHP	\$23.00
4	PERMANENT FLEET REGISTRATION SERVICE FEE	\$1.00
5	CURRENT VLF	\$146.00
6	REFLECTORIZED LICENSE PLATE FEE	\$1.00

3.2.4 PFR- Replacing Plates/PFR Stickers/Applying for Duplicate Reg Cert/Duplicate Title

- a. To replace Lost/Stolen plates on your PFR Vehicle, submit a Substitute Plate Transaction.
- b. To replace a Lost/Stolen Registration Certificate, apply for a duplicate Registration Cert.
- c. To replace a Lost/Stolen Title, submit a Duplicate Title with Replace Transaction.
- d. To apply for a second Title, submit a Duplicate Title transaction. Registration must be current.
- e. If Registration is within 75 days of expiration or has already expired, a Duplicate Title with Renewal Type Transaction, will be needed to process this request.
- f. Lost or Damaged Permanent Fleet stickers can be replaced via a Substitute Sticker Transaction.

In all cases, **PFR Fleet Number, Stock Number and Equipment Number** must be submitted with this request, by selecting the PFR Process option from the list.

3.2.5 Removing Vehicles from PFR Fleet

This release will allow the removal of vehicles from your PFR Fleet by registering the vehicle to another Registered Owner with Transfer of Ownership. In other cases, the PFR Fleet owner, may opt to retain ownership of the vehicles but without PFR designation. In such cases, vehicles can be removed from

PFR by processing applicable transaction types such as Renewal/Duplicate Reg Cert, Duplicate Title, and Substitute Plate. In this case, the current PFR Fleet Registered Owner retains ownership. To Process a removal of a vehicle from PFR where Transfer of ownership is required or the owner retains ownership;

- a. Select the appropriate Transfer Type Transaction and set the PFR Process to 'Remove PFR'.
- b. If the current PFR Registered Owner is retaining Ownership, but needs to renew registration without PFR designation, a Renewal Type Transaction will be required. Set the PFR Process to 'Remove PFR'.
- c. To replace Plates, PFR Stickers, applying for Duplicate Registration Certificate or a Duplicate Title, also set the PFR Process to 'Remove PFR'.
- d. For applicable transaction types, a Year Sticker will be issued cases where a Sticker needs to be replaced or Registration has expired.

The screenshot shows a 'Description' section of a form with the following fields:
 

- Vehicle Type: COMMERCIAL
- Sold: 11/15/2013
- Operated: 11/15/2013
- VIN: 098
- Make: [blank]
- Date Fees Due: //
- Body: DS or a new body: DS
- Model Year: 2008 \* Year: [blank]
- Fuel Type: [blank]
- Odometer: 78905
- Odom Status: ACTUAL
- Odom Unit: MILES
- PFR Process: Remove PFR (highlighted with a red box)
- PFR Fleet Number: [blank]
- Stock Number: 1234566
- Equip#: [checked]

### 3.2.6 Permanent Fleet Registration – Renewal without a Sticker

Year decals (stickers) are not required to process a PFR Renewal. Additionally, the Fleet company's PFR Fleet Number is not needed either during a PFR Renewal. CA DMV will rely on the record history to determine the fleet number. To process a PFR Renewal without issuing a sticker, do the following:

- a. Select PFR Renewal from the PFR Process List
- b. Enter a Stock Number
- c. Check Equipment Number
- d. Transmit your record to CA DMV BPA to process your PFR Renewal.

The screenshot shows a 'Vehicle' section of a form with the following fields:
 

- Vehicle Type: COMMERCIAL
- VIN: 1FM5K8B8XDGA78649
- Preload button
- Make: FORD
- Fuel Type: DIESEL
- Engine Number: [blank]
- Customer No: [blank]
- Smog Test Date: //
- Smog Test Results: [blank]
- PNO Indicator: [blank]
- CNO Date: //
- CNO Indicator: [blank]
- PFR Process: PFR Renewal (highlighted with a red box)
- PFR Fleet Number: [blank]
- Stock Number: 34412
- Equip#: [checked]

 Below this is a 'Report Deposit of Fees' section:
 

- RDF Ind: NONE
- RDF Reason: [blank]
- Post Date: //
- Amt to Pst \$: [blank]
- Accept Fees: [checked]
- Change Reg Owner Infor: [blank]

 At the bottom is a 'Plate' section:
 

- Cur Exp Date: 11/29/2013
- Specialty Plate Assignment: [blank]
- Plate Type: COMMERCIAL
- Fee Exempt Code: [blank]
- File Code: [blank]
- Special Symbol: [blank]
- Proof of Insurance: [blank]
- Sticker No: [blank] (highlighted with a red box)
- Plate: 2BPA077
- Preload button

### 3.2.7 Permanent Fleet Registration – Renewal with a Sticker

If you desire to issue a sticker during your Renewal transaction,

- a. Select PFR Renewal from the PFR process list on the Vehicle TAB
- b. Select or Enter your PFR Fleet Number
- c. Enter Your Stock Number and Check the ‘Equipment Number’ box
- d. Assign a Year Sticker
- e. If Replacing a Plate, assign a new Plate from your inventory
- f. Process your Renewal deal.

### 3.3 Inventory Issuance Process changes

Effective this release, Tabbing through the Plate Field, will automatically assign both the next available Plate and Sticker.

The screenshot shows a form titled "Plate/Sticker" with the following fields:
 

- Cur Exp Date: // [calendar icon]
- DMV Exp Date: // [calendar icon]
- Specialty Plate Assignment: [dropdown]
- Plate File Code: [dropdown]
- Plate Type: [dropdown]
- Special Symbol: [dropdown]
- Replaced Plate/TIN: [text input]
- Plate: [text input with dropdown arrow]
- Sticker: [text input with dropdown arrow]

### 3.4 Inventory Issuance from your local workstation

To speed up issuance of inventory while processing deals, a configuration has been added in Dealer Maintenance to allow individual workstations to setup the option to download and issue inventory from their workstation as opposed to issuing from a central location by CVR number.

#### 3.4.1 Dealer Maintenance configuration

- a. In Dealer Maintenance, check the option, “Reserve Inventory to workstation”

The screenshot shows a configuration form with the following fields:
 

- Stock No as Equipment No: [checkbox]
- Transfer Type: [dropdown]
- Last Transfer Date to Date Operated: [checkbox]
- Reserve Inventory to workstation: [checkbox]
- Number of Transfer to 1: [checkbox]

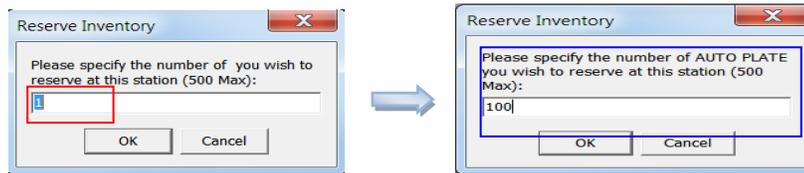
#### 3.4.2 Processing Deals and reserving inventory to workstation

While processing deals and attempting to issue inventory, Plates and Stickers, you will be prompted download a batch of inventory to be allocated to your workstation.

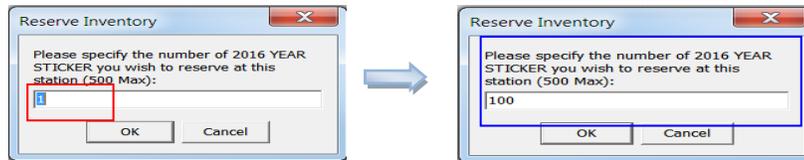
- a. You can elect to download up to a 500 inventory items of each type
- b. You will be prompted again when your inventory levels drop to 1 inventory item ‘Available’
- c. Other users within your dealership will not have access to this inventory as long as it is assigned to your workstation.
- d. Issuing inventory on your deals will be improved significantly as there will be no need to download each item every time you tab to the Plate or Sticker field.

You will be prompted to enter the quantity you need for all your inventory needs, Plates and Stickers alike as illustrated below.

e. Plate Inventory Reserve.



f. Sticker Inventory Reserve.

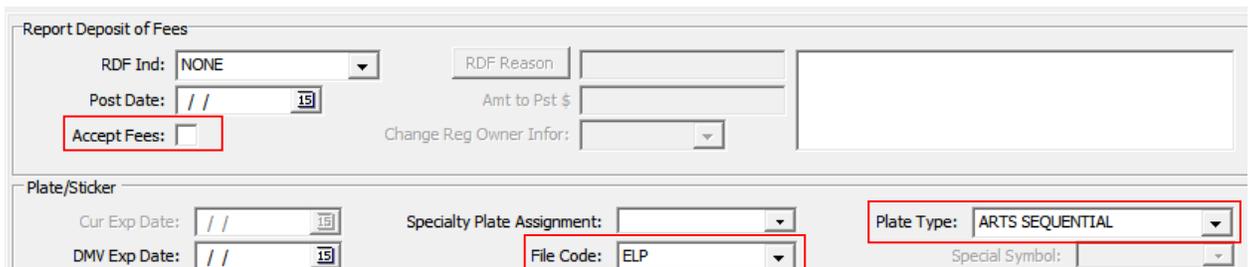


g. The same process will repeat for each Plate and Sticker type you wish to reserve to your local inventory on your workstation.

### 3.5 Fee Inquiry for Personalized (ELP) Plates

This Release will allow you to check for vehicle registration fees on a Personalized Plate.

- a. Uncheck 'Accept Fees'
- b. Select your 'Plate Type'
- c. Select ELP from the 'File Code' list
- d. Transmit your record to get Fees associated with your Personalized (ELP) Plate.



### 3.6 Lease Buyout and Paying Use Tax – Transfer

On a Lease Buyout where the vehicle is changing from a Lessor to a Lessee, the UT/RECLASS code can only be any of the following.

- LSR TO LSE: Pay Tax to the Board of Equalization. CVR will not collect the tax for you.
- EXEMPT USE TAX. RECLASS DUE: Use Tax is exempted due to vehicle reclassification
- USE TAX DUE. EXEMPT RECLASS: Use Tax will be collected with your EVR deal and paid to DMV.

While processing a Transfer deal, select any of these reasons from the Transfer Type list on the Miscellaneous Tab.

### 3.7 Smart- fill Current Expiration Date/Title Date/Previous Reg and Legal Owner

While processing a Used Vehicle Deal such as Transfers, Current Expiration Date, Title Date (Owner Certificate Issue Date), Previous Registered Owner or Previous Legal Owner may be returned as incorrect. The correct value will now be returned and pre-filled on your behalf. Before proceeding with your deal processing, take Note of the message at the bottom of your screen indicating what has been changed.

a. Previous Owner Name



b. Previous Lienholder



c. Owner Certificate Issue Date



d. Current Exp Date



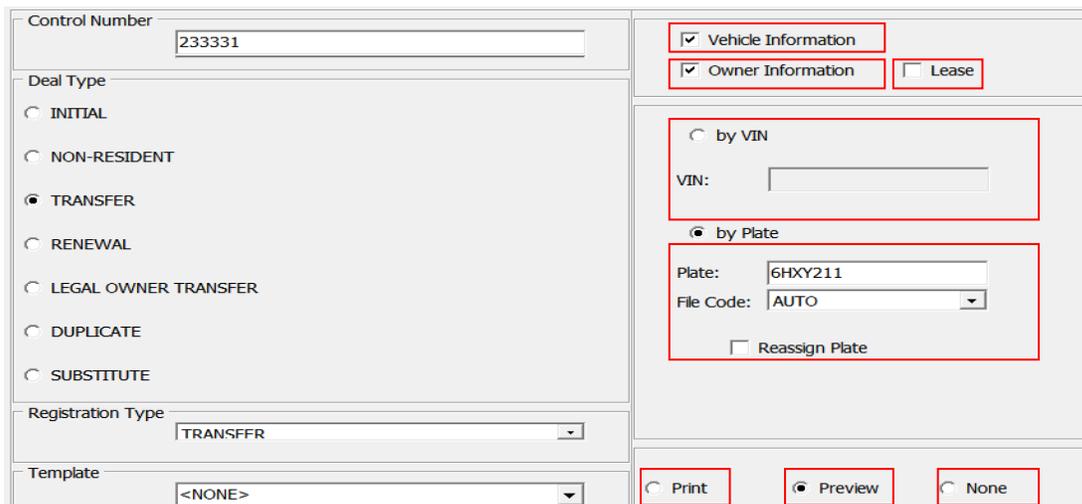
### 3.8 EVR Vehicle Record Inquiry (KSR)

This Release includes Vehicle Record Preload Inquiry (KSR) by VIN and Plate for Used Car transactions as well as Personalized Tags. This new feature will require existing DMV Requestor Code number for identification purposes, prior to processing the Inquiry. Consult your Account Executive for assistance if this special number has not been set up on the CVR side, prior to this release.

#### 3.8.1 New Preload Screen

You can now preload Vehicle and Owner information in the same inquiry (KSR) as follows:

- a. Check Vehicle and Owner information and enter the VIN or Plate to Inquire by.
- b. You can also check Vehicle or Owner information depending on your needs for the KSR.
- c. Check the Lease checkbox to preload Owner information into a New or Used vehicle deal.
- d. You can inquire by VIN or Plate
- e. If Plate, the File code will be decoded for you
- f. If the Inquiry Plate is an ELP, please check 'Reassign Plate; for proper field assignment
- g. Additionally, you can choose to Print, Preview or neither one following your Preload.

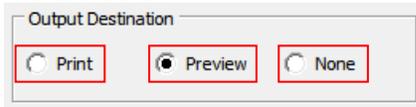


### 3.8.2 KSR Preload configuration – Tools-Options

In Tools-Options, you can optionally choose to any of the three options when your KSR information is returned.

- 'Print', will print your KSR information.
- 'Preview', will display your KSR information, where upon you can view or print the KSR.
- 'None', will simply populate your preload information without printing or previewing the KSR.

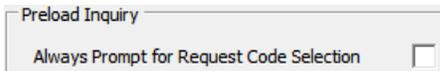
In all cases, KSR information will be populated in several EVR Tabs as predetermined from your New Preload screen.



### 3.8.3 Prompting for Inquiry Preload Tools-Options setup

In Tools-Options, you can optionally choose to be prompted for a Requestor code in cases where you have more than one requestor code.

- Checking the box = always prompt for a Requestor Code during a KSR Preload
- Un-Checked = the first Requestor code in your list will be used for all your KSR Preloads.



### 3.8.4 Preload Button changes – Disable Enter and Tab keys

While processing KSRs inside of EVR;

- The Enter and Tab keys have been disabled to let you make conscious decisions when to process your KSRs.
- By clicking the Preload button, Your KSR will be initiated.

### 3.8.5 Reassigning an ELP to a Lease

You can reassign an ELP to a new vehicle that will be leased.

- Select Initial Registration, Misc Original or Non-Resident deal types.
- Inquire by ELP
- Check the Reassign box
- The Plate Owner information is preloaded into a Lease deal.
- Continue processing your lease deal to completion.

### 3.8.6 Lease Buy-Out (KSR)

You can inquire by VIN or Plate for Vehicle or Owner information on a Transfer for the purposes of creating a Lease buy-out deal.

- Select the appropriate Transfer deal type
- Check both Vehicle and Owner Preload boxes
- Select either VIN or Plate as a KEY to inquire by
- Enter your selected Key (VIN or Plate)
- Preload.
- Both vehicle and owner information will be returned and populated in the appropriate Transfer deal fields. Supplement any missing information if any and continue to process your deal.

3.8.7 Preload Inquiry (KSR) by VIN and Plate

VIN and Plate KSR will retrieve known Vehicle and Owner information as stored on the California DMV BPA servers. The Information returned will be based on Used Vehicle Registration known to California DMV.

For VIN and Plate Inquiry, the CVR system will retrieve:

- Vehicle information,
- Previous Registered Owner Name
- Title Date (Owner Certificate Issue Date)
- Previous Legal Owner Name if any
- Current Expiration Date
- Plate Number

To process your KSR by VIN, from the Vehicle Tab do the following:

- a. On the Vehicle Tab, enter your full VIN
- b. Click the 'Preload' button
- c. Your Vehicle record with 'Used' vehicle record information is returned.

In all Cases:

- a. If the VIN is valid and known to the California DMV BPA, the KSR report will either Print or display
- b. If the VIN is invalid or unknown to the California DMV BPA, an error message will be returned:

9999F VIN RECORD NOT ON FILE.

To process your KSR by Plate from the New Transaction screen, please do the following:

- a. Select the appropriate Registration Type such as a Transfer type, Substitute, Duplicate, Legal Owner Transfer Renewal or Salvage.
- b. Enter Plate Number
- c. Plate File Code will be preselected on your behalf. You reserve the option to select a Plate file code of your choice.
- d. You can choose to Print or Preview your KSR Report as part of setup prior to processing your inquiry.
- e. Click on 'Ok' to start the Preload process.

- f. If the Plate and File Code combination is valid and known to the California DMV BPA, the KSR report will either Print or display
- g. If the Plate or File Code combination is incorrect or invalid or unknown to the California DMV BPA, an error message will be returned:

9999F RECORD NOT ON FILE

### 3.8.8 Personalized/Specialty Plate Inquiry (KSR)

Plate Information will be preloaded for Personalized, Specialized or ELP Tags that exist on the BPA system. Plate Number, Owner Name and Address, Previous Specialty Plate Owner. Please note that the Owner Name and the Previous Specialty Plate Owner are the same for this type of KSR.

### 3.8.9 Retaining Inquiry (KSR) Information

Preloaded Inquiries are retained in Inquiry section based on the criteria set in Tools-> Options ->Daily Processing. Default Purge days has been set to 30 days.

## 3.9 DMV Inquiry Log Report

A new DMV Inquiry Log Report is now available to enumerate every KSR processed by your Requestor code from your workstation.

- a. Report can be accessed via the Inquiry option from the Navigation bar
- b. By specifying a date range, you can print your report with KSR information spanning several dates.
- c. Please Note, your requestor code is masked to meet DMV security requirements.
- d. Please Note, this report does not include KSRs processed via the CVR DMVLink system. The KSRs on this report are strictly processed via EVR and on this workstation ONLY.

Search Key	File Code	Date	Time	User	ReasonCode	Req Code
BPATSTW	L	11/24/2013	8:24:35 PM	NC	03 - ELP INQUIRY	X****5
2BPA077	T	11/24/2013	3:55:24 PM	NC	07 - VEHICLE RENEWAL	X****5
2BPA077	A	11/24/2013	3:35:44 PM	NC	07 - VEHICLE RENEWAL	X****5
<b>Total Count:</b>						<b>3</b>

### 3.10 Vehicle Type-Plate Type - Plate File Code combination

Plate Type will now default to the selected Vehicle Type. By selecting the Vehicle Type, the Plate Type will be defaulted to the same value. Depending on the Plate Type that is displayed or selected, an appropriate Plate File Code will be selected for you. Tabbing to the Plate field will issue both the Plate and Sticker.

The screenshot displays two sections of a software interface. The top section, titled 'Description', shows 'Vehicle Type' set to 'AUTO', 'Sold' date as '10/09/2012', 'Operated' date as '10/09/2012', 'VIN' as 'AUTO', 'Make' as 'MAZD', and 'Date Fees Due' as '//'. The 'Plate/Sticker' section below it shows 'Cur Exp Date' as '//', 'DMV Exp Date' as '//', 'Plate' field with a 'Preload' button, 'OO5 Plate No.' and 'OO5 Plate Exp Yr.' fields, 'Specialty Plate Assignment' dropdown, 'File Code' set to 'REVERSE COMMERC', 'Sticker' field, and 'Plate Type' set to 'COMMERCIAL'. The bottom section, also titled 'Plate/Sticker', shows 'Cur Exp Date' as '02/18/2014', 'DMV Exp Date' as '//', 'Specialty Plate Assignment' dropdown, 'File Code' set to 'AUTO', 'Plate Type' set to 'AUTO', and 'Special Symbol' dropdown. A blue arrow points from the 'COMMERCIAL' Plate Type in the top section to the 'Specialty Plate Assignment' dropdown in the bottom section.

### 3.11 Deal Summary – Added Operated Date and 2nd Owner Name

Operated Date and the 2nd Owner Name have been added to the Deal Summary Tab.

The screenshot shows the 'Deal Summary' tab with two main sections: 'Vehicle' and 'Owner/Lien'. The 'Vehicle' section includes fields for 'Vehicle Type' (AUTO), 'VIN', 'Make', 'Year', 'Odometer', 'Fuel', 'County of Residence', 'Sold Date', 'Operated Date' (highlighted with a red box), 'Dealer Inv. Date', 'GVW', 'Unladen Weight', 'Stock Number', 'Engine #', 'ROS #', and 'PFR Number'. The 'Owner/Lien' section includes 'Owner Name', 'Address 1', 'City', 'State', 'Zip Code', and 'Owner 2 Name' (highlighted with a red box).

### 3.12 Import Sort Order

When importing deals into the EVR application, your deals will be imported in the order you key them in from your dealer management system.

### 3.13 Wholesale Deals – Notate wholesale deals for LogBook

If your deal is for a vehicle that will be wholesaled from your dealership, you can Log your deal into Logbook, by notating the deal while in EVR.

- a. Select the wholesale Indicator from the list as illustrated below
- b. Process your deal.

The screenshot shows the 'Sales' section with fields for 'Price' (\$23000), 'Value' (\$), 'Prior Use Tax' (\$), 'Fleet Sale' checkbox, 'Fee Exempt Code' dropdown, 'Use Tax Payment' dropdown, and 'Wholesale' dropdown set to 'WHOLESALE' (highlighted with a red box).

### 3.14 Updated lienholders

The ELT Lienholder has been updated to include DMV’s latest published Lienholder list. Please reselect your favorites after this latest software update.

### 3.15 Complete Transaction Count Report

A ‘Complete Transaction Count Report’ has been added to enumerate total of Clear RDF and Finalized deals per workstation. The Report can be retrieved by entering your desired dates as illustrated below. This report will help in your reconciliation of all deals finalized from your workstation when comparing with your monthly billable report from CVR.

#### 3.15.1 Transaction Count Report – Single Workstation

To run the report for a single workstation, enter your desired dates as illustrated below and ‘Get Dates’.

From: 01/01/2001 To: 11/16/2015 Get Dates Change Sort Order

System(Ctrl+M) Bundle  
Title/Registration(Ctrl+N)  
Pending Detail  
Completed Detail  
Completed Summary  
Completed CSV  
Log Book  
Completed Count  
Inquiry(Ctrl+I) Inquiry Log

Page 1

RUN DATE: 11/22/2013  
RUN TIME: 5:06:15 AM

TRANSACTION COUNT REPORT

BRANCH NAME: TEST0001  
DATE RANGE: 01/01/2001 - 11/16/2015  
CMF: TEST0001

Process Date	Stock No	Control	User	Reg Owner	VIN	Make	Year	Plate	Sticker	Type
<b>NORMAL COMPLETE</b>										
11/18/2013		8TF1200	TF	DIESE VIN	2FMDK4KC5DBA28595	FORD	2013	2VUA200		INITIAL
11/18/2013		8TF1205	TF	BULL RON	2FMDK4KC7DBA28615	FORD	2013	BPATST9		INITIAL
11/18/2013		0000NC18	NC	BANK OF CEDAR	1FALP4049JX100085	FORD	2013	2BPA085		TRANSFER

#### 3.15.2 Transaction Count Report for same CVR Number/Multiple Workstations:

To run the report for deals of the same CVR Number processed from multiple workstations, do the following:

- a. Pick a workstation of your choice in your Back Office where CA EVR is installed.
- b. Validate that the CVR Number you need to run the report for is setup on that workstation
- c. Recover deals using the Tools-Transaction List recovery feature
- d. Enter your date range for the desired period as in 10/1/2013 – 10/31/2013
- e. Recover deals
- f. Go to your reports and enter your dates to run the report for the desired dates specified when you recovered all your deals.

### 3.16 HOV Number – Registration of Low Emission Vehicles

This Release will allow you to register Low Emission Vehicles, by entering a DMV provided HOV Number. The HOV Number will have two Alpha characters preceding a 6 digit number. Please enter all Alphas and digits as provided on the DMV HOV Sticker Decal. In cases where you enter both an **HOV Number** and a **‘Stock Number as Equipment Number’** the HOV Number will be stored in the DMV BPA system as your

equipment number. Please consult your CVR Account Executive for details on how to acquire HOV Decals. When processing a Low Emissions vehicle deal in this application,

- a. Enter your HOV Sticker Number in the field illustrated below.
- b. Transmit your record to register your vehicle with DMV.

The screenshot shows a registration form with several fields. The 'HOV Number' field is highlighted with a red border and contains the value 'AG234567'. Other fields include 'PFR Process', 'County of Res: BUTTE', 'DLR Inv Date', 'Report of Sale ASF', '5-Day Notice', 'Out of State Title No', 'PFR Fleet Number', 'Engine Number', 'Dealer Number: 00001', 'Collected Fees', 'Previous Title State', 'Stock Number: STK22233', 'Equip#:', 'Customer No', 'Rollback', 'Remanufactured', and 'CNO Date'.

### 3.17 Military Zip Codes

The Current Release enhanced the Zip code mechanism to prepopulate the City, County and the State Code for Military Zip Codes. This includes FPO, APO and DPO Military Zip Codes. Enter you Zip Code and the correct City, State and mailing County will be decoded for you.

The screenshot shows an address form. The 'Address' field contains '1052 BRADY ST'. Below it, the 'Zip' field is '96201', the 'City' dropdown is 'APO', and the 'State' dropdown is 'AP'. These three fields are highlighted with a red border. The 'Mailing County' dropdown is empty.

### 3.18 New Body Styles

New Body styles have been added in this release to include “SP” for 2013 Chevy Avalanche and “EC” for 2013 RAM extended cargo van.

- SP - Sports pick-up
- EC - Extended Cargo Van

### 3.19 New Make - RAM

New Make RAM has been added to 'Vehicle Maintenance' from this release. Body Styles included for RAM includes the list below. The RAM VIN will decode any of the Body styles listed below.

- 2-Door Regular Cab – PK
- 4-Door Quad-Cab
- 4-Door Crew-Cab – CW
- 4-Door mega-Cab – 3C

In cases where a RAM Body Style is known but not included with this release, you may do the following:

- a. Enter VIN
- b. Manually enter the new body Style in the New Body Style field

The screenshot shows a form for entering vehicle information. It includes fields for 'VIN', 'Make: RAM', 'Model Year', and '\* Year'. There is a 'Preload' button and a search icon. The 'Body' dropdown is followed by the text 'or a new body:' and an empty text input field, which is highlighted with a red border.

To add RAM as a make for future use from defaults, follow these steps as illustrated below:

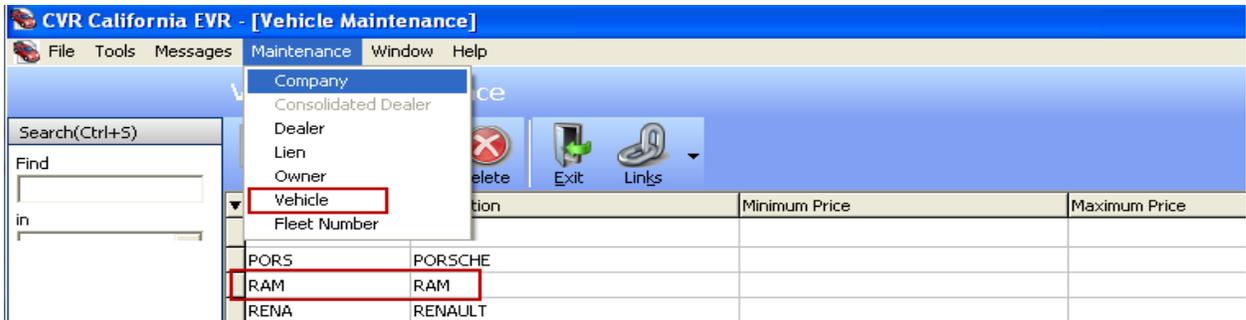
- a. Go to Maintenance

- b. Select Vehicle from the Maintenance list
- c. Click 'New' to create a new make entry to your defaults
- d. Enter 'RAM' as a Make Code
- e. Enter a Description of your Make
- f. 'Save' your entry and 'Exit'

Description

Vehicle Type:  Sold:  19 Operated:  19

VIN:  Make:  Date Fees Due:  19



### 3.20 Registration of Taxi Cabs and Limo vehicles

CVR is pleased to announce that effective this release; your store will now be able to register Taxi Cab as Commercial vehicles. You also be able to register LIMOs as Automobiles. However, the Business Partner Automation program does not authorize registration of LIMOs for Commercial purposes. Commercial LIMO vehicle registration can be processed at a DMV Field Office, on your behalf.

### 3.21 Sunday Processing (12.00PM – 5.00 PM)

CVR is pleased to announce that effective Sunday, November 25, 2012; we will be processing transactions on Sundays from the hours of 12.00 PM to 5.00 PM, in line with California BPA system availability for Sundays. Please consult with your CVR Account Executive Representative for your support needs.

### 3.22 Specialized Plates/Commercial Tractor Truck/Exempt/Arts Council Plating

This Release will now support Assignment and Reassignment of Specialized Plates. Issuance of Commercial Tractor Truck/CA Exempt/Arts Council will be supported in this release, as illustrated below.

- For existing Specialized Plates currently registered to a known Individual or Business Entity, the Name provided during the Reassignment transaction, MUST match what is on file in the DMV system.
- Specialized Plate Look-up (Inquiry) to determine Plate File Code may be necessary. The inquiry will return the Plate information which includes the File Code that determines the last vehicle type the Plate was attached to, the Owner name and address, VIN and other vital information that may be required to successfully complete your Plate Reassignment to another vehicle.

Plate/Sticker

Cur Exp Date:  19 Specialty Plate Assignment:  Plate Type:

DMV Exp Date:  19 Plate File Code:  Special Symbol:

Plate:  Sticker:  Replaced Plate/TIN:

OOS Plate No:  OOS Plate Exp Yr:  Replaced Plate File Code:

Plate Prior Disp:  Prev. Specialty Plt Owner:

3.22.1 Specialized Plate Reassignments – New Registration

To process a Specialized Plate Reassignment for the following New Registration deal types: (Initial, Miscellaneous Original, Non-Resident,) follow the process outlined below:

- b. Select 'Reassignment' from the Specialty Plate Assignment list as illustrated above.
- c. Select your Plate Type from the 'Plate Type' list as illustrated above
- d. Your Plate File Code will be auto-selected on your behalf. However, if you determine that the File Code is different than what was auto-selected, please select the appropriate Plate File Code from the list as a replacement. Please note that the Plate File Code you select must match what is on DMV record for that specific Plate you are issuing on your deal.
- e. Enter your Specialized or Personalized Plate in the Plate field.
- f. A Sticker will automatically be assigned.
- g. Please complete Reg 17 or Reg 17A and submit with your Reassignment paperwork to CVR.

3.22.2 New Specialized Plate Assignments – ARTS COUNCIL

This Release will support Issuance of ARTS COUNCIL plates from your inventory. This release will support issuance of ARTS COUNCIL plates for Automobiles only. In addition, California DMV now authorizes issuance of this plate to a Golden Rod for Non-Resident Registration Only Transaction types. To Process a Specialized Plate Assignment of the ARTS COUNCIL plate type, for the following New Registration deal types: (Initial, Misc Original, Non-Resident,), do the following:

- a. Select 'Assignment' from the Specialty Plate Assignment list
- b. Select your Plate Type from the 'Plate Type' list.
- c. Your Plate File Code will be automatically selected on your behalf. However, if you determine that the File Code is different than what is auto-selected, please select the appropriate Plate File Code from the list to replace what was selected. Please note that the Plate File Code you select must match what is on DMV record for that specific Plate you are issuing on your deal.
- d. An ARTS COUNCIL Auto will be issued from your inventory in the Plate field.
- e. A Sticker will automatically be assigned from your inventory.
- f. Please complete Reg 17 or Reg 17A and submit with your Reassignment paperwork to CVR.

### 3.22.3 California Exempt Plates

This Release will support Issuance of California Exempt Plates from your inventory. To Process a California Exempt Plate Type, for the following New Registration deal types: **(Initial, Miscellaneous Original, and Non-Resident)**, do the following:

- a. Select 'CA Exempt' from the 'Plate Type' list.
- b. A California Exempt Plate for Automobiles will be issued from your inventory in the Plate field.
- c. Year Sticker will not be issued for Exempt Plate processing.
- d. There are zero fees returned for any transaction issuing an Exempt Plate.

### 3.22.4 Motorcycle Exempt Plates

This Release will support Issuance of Motorcycle Exempt Plates from your inventory. To Process a Motorcycle Exempt Plate Type, for the following New Registration deal types: **(Initial, Miscellaneous Original, Non-Resident)**, do the following:

- a. Select Motorcycle Exempt types from the 'Plate Type' list.

- b. A Motorcycle Exempt Plate will be issued from your inventory in the Plate field.
- c. To process a Goldenrod transaction, select the 'Non-Resident Reg Only' transaction type in conjunction with the appropriate plate type usage for your Goldenrod from the list. Transmit your deal and that transaction will be completed as a Goldenrod by the BPA system.
- d. The appropriate Goldenrod Motorcycle Exempt Plate will be issued from your inventory in the Plate field.
- e. Year Sticker will not be issued for Exempt Plate processing.
- f. There are **zero fees** returned for any transaction issuing an Exempt Plate.

### 3.22.5 Specialized Plate Reassignment from one vehicle to another

For all New and Used Vehicle Title and Registration where a plate needs to be Reassigned from one vehicle to another or Plate Replacement is needed, this release will allow your dealership to process these plates. The Specialized or Personalized **Plate Owner** needs to be identified as part of this deal processing. Specialized Plates stay with the Owner and NOT the vehicle.

- a. Select 'Reassignment' from the Specialty Plate Assignment list

- b. Select your Plate Type from the 'Plate Type' list.
- c. Your Plate File Code will be auto-selected on your behalf. However, if you determine that the File Code is different than what is auto-selected, please select the appropriate Plate File Code from the list to replace what was selected. Please note that the Plate File Code you select must match what is on DMV record for that specific Plate you are issuing on your deal.
- d. Enter your Specialized or Personalized Plate in the Plate field.
- e. A Sticker will automatically be assigned.
- f. Enter the Previous Specialty Plate Owner to identify the Person or Business Entity who owns the Specialized Plate. This Owner Name is required for all New Registration and Deal Types where a Replacement Plate is needed
- g. If the Deal type is Plate Replacement transaction, please select the appropriate Replaced Plate File Code from the list and submit it with your transaction.

3.22.6 Issuance of Commercial Tractor Truck (single plates)

California DMV now authorizes Truck Dealers to issue single truck plates – 'Commercial Tractor Truck' plates. Per V C Section 4850.5 code, license plate issued to a truck tractor is displayed on the front of the vehicle. Only two Body Types are authorized to be issued a Commercial Tractor truck Plate, **DS** for Tractor Truck Diesel and **TR** for Tractor Truck Gas. Selecting either one will activate issuance of a Single Truck Plate on the Plate Tab. A Year Sticker will also be assigned for either Body style.



- a. Select 'Vehicle Type' of Commercial from the Vehicle Tab.
- b. Fill in all required fields in the other tabs
- c. Select your Plate Type of Commercial on the Plate Tab.
- d. Your Plate File Code of Commercial will be auto-selected on your behalf.
- e. A Commercial Tractor Truck Plate will be assigned from your inventory in the Plate field.
- f. A Sticker will automatically be assigned.

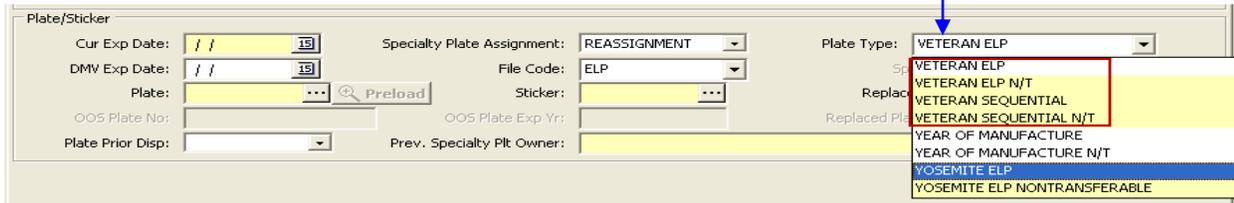
Below is a list of supported New Issue (New Plates) and Specialty Plates:

Arts Council (Auto Only)	Commercial Tractor Truck (Single Plate)	CA Exempt (Auto/Commercial/Trailer)
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Below is a list of available Personalized Plates:

• Kids CA EVR	• State Release 6.0	• Yosemite November 21, 2013	• Purple Heart
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- Memorial
- Lake Tahoe
- Goldstar
- Firefighter
- Coastal Commission
- Arts Council
- Veteran (New)
- Collegiate
- Bicentennial Bill of right
- Disabled Plates (new)



### 3.23 Future Reassignment Plates included in this release

The Release will include the following List of new Reassignment Plates that will be available for Reassignment at the discretion of the California DMV System. Please note that some of these Specialty plates may not be readily available for Reassignment on the DMV side but have been added for your convenience whenever DMV approves use of these special Tags.

- Amateur Radio (HAM)
- Legislative Fee Paid
- Olympic Training Center Sequential
- Year of Manufacture
- Exempt Congress medal of Honor
- Olympic Games ELP
- Pearl Harbor Survivor
- Honorary Consul
- Exempt Disabled Veteran
- Olympic Games Sequential
- Press Photographer
- Legislative Fee Paid
- Legion of Valor
- Olympic Training Center ELP
- Prisoner of War
- Press Photographer

### 3.24 New Transactions

California DMV has authorized additional Transaction Types that can be submitted via the BPA system. This Release supports the following transactions:

#### 3.24.1 Vehicles leaving California – ‘Initial and Miscellaneous Title Only’

A ‘New Vehicle’ or ‘Never been Titled Vehicle’ sold by a California Dealership but leaving the State, will now be processed as an Initial Title Only or Miscellaneous Title Only Transaction. Once the Title Only request has been successfully submitted via the EVR application to the BPA system, the vehicle must leave the State within 48 hours of the Operated Date.

- An Automotive Dealership, Fleet or Automotive Rental Business Entity, can process either transaction depending on their business licensing.
  - Automotive Dealership will generally process the Title Only deal, either as an Initial Title Only Transaction or Miscellaneous Original Title Only Transaction.
  - Fleet and Rental generally will process the Title Only as a Miscellaneous Title Only.
  - A Registration Service can also process the Miscellaneous Title Only as long as the vehicle has never been Titled and Registered in the State.

In all Miscellaneous Title Only cases, Smog Certification may be required; Planned Non-Operation declaration will be required.

- a. 'Select' the appropriate 'Smog Test Results' from the list
- b. Enter a 'Smog Test Date', when the Vehicle was last 'Smogged'.
- c. Planned Non-Operation declaration is required. Select the appropriate PNO Indicator declaration from the List and submit with your transaction.
- d. CA DMV will return a Temporary Identification Number (aka Q-Series) on a successful deal.
- e. Please complete REG256 and submit with your paperwork to the CVR Auditing department
- f. It is printed on the Customer copy of the Registration Certificate and displayed in the EVR application on the Plate Tab.

The screenshot shows a form titled "Misc Vehicle" with several input fields. Four fields are highlighted with red rectangular boxes: "Smog Test Results" (a dropdown menu), "PNO Indicator" (a dropdown menu with a yellow background), "Repossession Date" (a date field with slashes), and "Smog Test Date" (a date field with slashes). Other visible fields include "Last Transfer Date", "Number of Transfers", "Transfer Type", and "Prior History".

3.24.2 Salvage and Revived Junk Original 'Title Only'.

California DMV now authorizes Salvage Pools, Junk Yards and Registration Services to process Salvage and Revived Junk vehicles never been Title Registered in California. These vehicles--

- Are generally known to originate from other US Jurisdictions or neighboring US Territories.
- Never been issued a California Title.
- Could be abandoned Out of State vehicles, on California Highways and Freeways/Roads
- In some cases, an Insurance company or a Lienholder may still have a financial interest on the vehicle. As such Salvage Pools will be able to process these transactions as Salvage, Non-Repair or Revived Junk Original Title Only deals.
- A salvage or non-repair Title certificate is printed by a properly licensed Salvage Pool.
- Registration Services and Junk Yards, can also process these transactions. However, these two business entities are not authorized to print Title Certificates. The DMV will issue a Title, separately to the now, Registered Owner of the Salvage or Revived Junk Vehicle.
- Registration Certificate will be printed reflecting the Registration information and DMV Fees.
- CA DMV will return a Temporary Identification Number (aka Q-Series) on a successful deal. The TIN is printed on the Customer copy of the Registration Certificate and displayed in the application, on the Plate Tab.

3.24.3 Salvage Non-Repair Original Title Only

- a. Fill in the required fields on the Vehicle, Owner, Miscellaneous, Plate and Sales Tabs.

- b. Sold Date, Operated Dates or DMV Fees Due date is required.
- c. PNO Indicator declaration
- d. **Vehicle Value** is required
- e. A Temporary Identification Number (TIN) will be returned if the deal is successful
- f. Appropriate Titling and Registration paperwork will be printed as outlined above.

#### 3.24.4 Revived Junk Original Title Only

- a. Fill in the required fields on the Vehicle, Owner, Miscellaneous, Plate and Sales Tabs. Of note, is the following information that must be provided before submitting this transaction
- b. Enter the \* Year, in addition to the Model Year and Sold/Operated dates.

Description					
Vehicle Type:	AUTO	Sold:	11/01/2013	Operated:	11/01/2013
VIN:		Make:		Date Fees Due:	
Body:		Model Year:		* Year:	
	or a new body:			Fuel Type:	

- c. The asterisk (\*) year;
- d. Must be greater than the year first sold and,
- e. Cannot be equal to the year first sold (sold date). *[Not entering the asterisk (\*) year, on this transaction may result in a D003 error, which is resolved by following the date and year requirements outlined above].*
- f. Sold Date, Operated Dates or DMV Fees Due date is required.
- g. PNO Indicator declaration
- h. **Vehicle Price** is required
- i. A Temporary Identification Number (TIN) will be returned if the deal is successful
- j. Appropriate and Registration paperwork will be printed as outlined above. Please Note, Title printing is not authorized for a Revived Junk Original Title Only Transaction.
- k. Please complete **Application for Title or Registration** (REG 343).
- l. Previously junked vehicles (California or nonresident) must be inspected by an authorized DMV employee or referred to the California Highway Patrol (CHP) for inspection. CHP may issue a CHP 97C when an inspection is completed for a revived salvage vehicle. For Trailers, a DMV verification will satisfy this requirement.
- m. Odometer mileage disclosure on a *Vehicle* (REG 262), is required, if applicable. *Report of Sale–Used Vehicle* (REG 51), if sold by a California dealer. Official brake and light adjustment certificates is required, *except* on trailers 3,000 lbs. or less gross vehicle weight.
- n. *Statement of Facts* (REG 256) from a repair shop attesting that the brakes and lights have been adjusted and are in proper working order.

- o. Smog certification may be required.
- p. Fees due, including the Salvaged/Dismantled Vehicles Inspection Fee. Fees must be paid within 20 days from the date of first operation to avoid penalty. Use tax is not due if the vehicle was purchased from a licensed dismantler.
- q. Title Only, Prior History Service, PNO Service and a Revived Junk/Salvage Fees, are returned. Additional DMV Fees may be levied depending on the application you submit.

Number	Description	Fee Amount
1	TITLE ONLY	\$19.00
2	PRIOR HISTORY SERVICE FEE	\$2.00
3	PNO SERVICE FEE	\$19.00
4	REVIVED JUNK/SAVAGE	\$50.00

Vehicle Type: MOTORCYCLE	Sold: 11/15/2012	Operated: 11/15/2012
VIN: 15D999911999999	Make: HOND	Date Fees Due: 11/15/2012
Body: MC or a new body: MC	Model Year: 2011 * Year: 2012	Fuel Type: GASOLINE

**3.25 Updated Salvage Full Report**

The Salvage Full Report has been updated to include additional fields added to the Registration Entry screens.

**3.26 Salvage Inquiry Preload**

- h. Garage County will no longer be preloaded from your KSR.
- i. Garage County must be entered manually or pulled from the Template.

**3.27 Junk Title Only Template**

A Junk Title Only Template has been added to the Default Template section of EVR.

**3.28 New Revived Junk Original Full Report**

A new 'Revived Junk Original Full report' has been added to support the New Junk Title Only Transaction.

**3.29 Updated 'Complete Transaction Detail' Report**

The Complete Transaction Detail and Bundle Reports have been updated.

- Site and Office IDs will be retrieved for the CVR Mainframe system and printed on this report
- Fee Post and Completed deals are now grouped by your CVR Account Number (CMF)
- If your store is part of a Dealer Group, this report will be grouped by your CVR Account Number
- All Your Fees and Deal Types are totaled at the end of each CVR Account Number grouping.

COMPLETED TRANSACTION DETAIL REPORT										
RUN DATE: 11/12/2012										Page 1
RUN TIME: 11:50:44 AM										
WORK SET/DATE: 11/08/2012 - 11/12/2012		CMF: TEST0001		SITE ID: A8			OFFICE ID: V03			
BRANCH NAME: TEST0001 DEALER		8900 DEER ST		ANAHEIM, CA 92809						
<b>PENDING</b>										
INITIAL REG:	10	TRANSFER:	2	TRANSFER RENEWAL:	2	TRANSFER RENEWAL:	2	TRANSFER RENEWAL:	2	
TRANSFER REPLACE:	1	TRANSFER RENEWAL REP:	2	TRANSFER RENEWAL:	1	TRANSFER RENEWAL:	1	TRANSFER RENEWAL:	1	
LOT RENEWAL:	1	LOT RENEWAL REPLACE:	1	LOT RENEWAL REP:	1	LOT RENEWAL REP:	1	LOT RENEWAL REP:	1	
								Total Count:	21	
<b>COMPLETE/CLEAR RDF</b>										
INITIAL REG:	13	MISC ORIGINAL:	1	NON-RES ORIGINAL:	2	NON-RES ORIGINAL:	2	NON-RES ORIGINAL:	2	
NON-RES REG ONLY:	2	NON-RES TITLE ONLY:	1	TRANSFER RENEWAL:	1	TRANSFER RENEWAL:	1	TRANSFER RENEWAL:	1	
TRANSFER REPLACE:	2	TRANSFER RENEWAL REP:	1	TRANSFER RENEWAL:	4	TRANSFER RENEWAL:	4	TRANSFER RENEWAL:	4	
LEGAL OWNER TRANSFER:	1	LOT RENEWAL:	3	LOT RENEWAL REPLACE:	2	LOT RENEWAL REPLACE:	2	LOT RENEWAL REPLACE:	2	
LOT RENEWAL REP:	2									
								Total Count:	35	
Processing Date: 11/8/2012										
CTRL NO	STOCK NO	USR ID	OWNER NAME			PLATE NO	STICKER	LIEN		
CUSTOMER NO	TIME	SALES NO	YR	MAKE	VIN	TYPE	COL FEES	ACT. FEES	REFUND	WRT-OFF
<b>PENDING</b>										
IV56TON	IV56TON	IV	REGISTERED OWNER			2BPA031				
	9:17:40 AM				031	LOT RENEWAL	\$0.00	\$498.00	\$0.00	\$0.00

### 3.30 Non-Original Post Fees for Transfer Deal Types

Effective this release, your Store will now be able to Post Fees on Transfer Type Transactions, to avoid incurring Late Fees and Penalties. Please enter a Post Date. Select the 'RDF Indicator' – SET, 'RDF Reason' Code, enter 'Post Date' and the 'Amount To Post' to process your Transfer Fee Posting on a Used Vehicle. You can Post Fees up to the maximum dollar amount as rated by DMV for **Transfer, Transfer Renewal, Transfer Renewal Replace** and a **Transfer with Replace** Transaction. If after Fee a Inquiry, and 'Accept Fees' checkbox is checked to process SET-RDF, 'Amount To Post' field has to be cleared before processing your Transfer Transaction.

Control #: 118NC010	Status: Incomplete	Transaction Type: TRANSFER REPLACE
Report Deposit of Fees		
RDF Ind: SET	RDF Reason	
Post Date: // 15	Amt to Pst \$	

### 3.31 Registration Fee Amount – Clearing deal

Effective this release California DMV no longer allows a Fee Amount as part of a CLEAR RDF transaction. The balance between what was originally paid during a Fee Post or RDF deal and final Registration Fee Rating, will be calculated and returned by the BPA system during the clearing phase of your deal process.

### 3.32 Not submitting Registration Fee Amount

If a Fee Amount is not submitted (blank) or \$0.00 is entered as a Fee Amount, your deal will be processed as a Report of Deposit of Fees. This applies to all deal types.

### 3.33 Report of Sale Number – Optional for all Vehicle Sale Transactions

In the past, deals where Administrative Service Fee was due, could not be processed electronically via the BPA system. The Error that DMV returns when ASF Fees are due is below.

9999F F080 - REPORT OF SALE # REQUIRED IF /5 ASF/OR /25 ASF EQUA  
 9998F F080 Date of sale more than 20 days past and ASF due - register manually

Today, the DMV allows processing of such deals as long as you provide a Report of Sale Number. *[Administrative Service Fees become due when Vehicle Sale registration is not completed within a 20-40 day period (New cars) or 30-50 days for (Used cars) from date of sale].* The dealer report of sale number must be submitted in this scenario.

### 3.33.1 Processing a deal where ASF is due

- a. Check the 'Report of Sale' ASF checkbox to process your deal.
- b. Enter your Report of Sale as this field now becomes required. The report of sale can be found on your REG OS field becomes required.
- c. Not checking the 'Report of Sale ASF' checkbox when Fees are due, will continue to fail your transaction.
- d. If you enter the Report of Sale number without checking the 'Report of Sale ASF' checkbox, DMV will still return the F080 error cited above.

*(Take Note, Late Fees and Penalties incurred prior to this transaction, if any, will not be waived. The Report of Sale submission simply allows DMV to process your 'late fee/penalty incurring' transaction via the BPA system. Previously, you would have been required to process this deal offline by submitting manual paperwork to the department).*

### 3.33.2 Submitting your Report of Sale Number/Transaction Types

- a. Initial Registration
- b. Non-Resident
- c. Miscellaneous Original
- d. Revived Junk Title Only
- e. Transfer
- f. Transfer with Renewal
- g. Transfer with Replace
- h. Transfer with Renewal Replace

A screenshot of a software interface showing a form. Two fields are highlighted with red rectangles: 'Report of Sale ASF:

## 3.34 Procede and Quorum Import Interfaces

The Procede (PRD) and Quorum (QRM) Import interfaces have been added to the CA EVR product to accommodate Dealers intending to interface with the CVR CA EVR system. [Procede Import has now been updated to support both New Car \(Initial Reg\) and Used Cars \(Transfer\).](#) Please consult with your Account Executive for setup and configuration of either of the two Import Interfaces.

A screenshot of the 'Import/Export' configuration window. The 'Import Extension' dropdown menu is set to 'PRD' and the 'Text to XML Mapping File' dropdown menu is set to 'QRM'. Both dropdowns are circled in red. Other fields include 'Import Directory: C:\CVRIMPORT\' and 'Export Directory: C:\CVREXPORT\'.

## 3.35 Updated Deal Summary Tab

The Deal Summary tab has been updated with additional information for a quick reference to the most important information on a deal. The **Vehicle** section is now at the top of the deal summary, followed by the **Owner/Lien** section, **Miscellaneous** and ending with the **Plate/Sales/Fees** section.

### 3.36 Reverse Commercial vs. Regular Commercial

- a. In cases where your store has more than one type of Commercial Plate ( **Old Type = 9A99999 and New Type (Reverse Commercial) = 99999A9**), the CVR system will issue the old type (9A99999) first until all the available plates have been issued, before issuing the New Type – Reverse Commercial (99999A9).
- b. In order to issue ‘Reverse Commercial’ plates (example **99999A9**), select ‘Reverse Commercial’ from the Plate File Code list and submit with your transaction.
- c. Selecting ‘Commercial’ will issue the Regular Commercial plate as in **9A99999** in the absence of Reverse Commercial. If Reverse Commercial is the only Commercial Plate Type remaining of the two types, the CVR system will issue a Reverse Commercial Plate. You will not need to select ‘Reverse Commercial’ from the Plate File Code list.

### 3.37 ‘Transfer Deal’ Defaults

You can now set Transfer defaults to speed up data entry of required fields for all transfer type transactions, for deals you create manually in EVR. If imported, your Transfer settings will not be retained.

- a. On the Menu bar, click on Maintenance
- b. Select Dealer
- c. Select the Transfer Type you would like to default to, every time you process a Transfer type transaction (Transfer, Transfer with Renew, Transfer with Renew Replace and Transfer with Replace). Your selection will always be defaulted to the same value on the Transfer Type field on the Miscellaneous Tab.
- d. Check the ‘Last Transfer Date to date operated’. This will default the ‘last transfer Date’ on the Miscellaneous Tab to the same date as the Operated Date, as entered on the Vehicle Tab
- e. Check Number of Transfers to 1. This will default the number of Transfers to 1 in the Miscellaneous Tab

### 3.38 POLK and Zip

POLK and Zip Code tables have been updated in this release. You will be able to process all Makes and Body styles published by Polk for Model Year 2013, effective this release. Your Zip Code Table has also been updated to include changes and addition of new cities and towns.

## Additional Fixes

<b>CR9999</b>	<b>Electronic Log Book – Incorrect Sale Date</b> Incorrect Sale dates were being exported to the LogBook from EVR. This has now been fixed.
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