CVR
CVR Software Release Notes
CA EVR Version 5.9

Introduction

CVR is pleased to announce California Electronic Vehicle Registration (CA EVR) Software Release 5.9. 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 5.9A-5.9.0	Requires client deployment	5/2/2013	5/2/2013	CA EVR 5.9A-5.9.0

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

CA EVR 5.9A-5.9.0

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 Pro (32-bit)

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

1.2   Windows 8 Pro (64-bit)

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

1.3   Windows XP Professional

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

1.4   Windows Vista Business and Windows 7 Pro (32-bit)

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

1.5   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. 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.

2.1   Upgrade Installation

- Clients must be on version 5.7A to later to upgrade to 5.9A

3. Enhancements

3.1   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.

3.1.1   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 New Transaction screen, please do the following:

a. Select the appropriate Registration Type such as a Transfer type, Duplicate, Legal Owner Transfer, Substitute, Renewal or Salvage.

b. Enter a full VIN

c. You can choose to print your KSR Report or simply Preview it from your screen prior to processing

d. Click on 'Ok' to start the Preload process.

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

3.1.2   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.

3.1.3   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.

3.2   Vehicle Type-Plate Type - Plate File Code combination

Plate Type will now defaulted 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.

3.3   Deal Summary – Added Operated Date and 2nd Owner Name

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

3.4   Updated lienholders

The ELT Lienholder has been updated to include DMV's latest published Lienholder list.

3.5   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.

3.6   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

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'

3.7 Epson Printer LQ 890 Printer Certification

The Epson FX 890 Tractor feed printer has been added as an additional Salvage and Non-Repairable printer. The Paper Feed on the Epson FX 890 Printer (Hardware) should start from a Scale of 5 from the left panel of the form feeder. There are no printer adjustments are required from Tools-Options.

3.8   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.

3.9   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.

3.10   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.

3.11   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.

3.12   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.

3.12.1   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:

a.   Select 'Reassignment' from the Specialty Plate Assignment list as illustrated above.

b.   Select your Plate Type from the 'Plate Type' list as illustrated above

c.   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.

d.   Enter your Specialized or Personalized Plate in the Plate field.

e.   A Sticker will automatically be assigned.

f.   Please complete Reg 17 or Reg 17A and submit with your Reassignment paperwork to CVR.

3.12.2   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.

3.12.3   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.

3.12.4   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 <u>New Registration deal types</u>**: (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.

3.12.5   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 <u>Previous Specialty Plate Owner</u> 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.

3.12.6   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)

Below is a list of available Personalized Plates:

• Kids	• State	• Yosemite	• Purple Heart
• Memorial	• Lake Tahoe	• Goldstar	• Firefighter
• Coastal Commission	• Arts Council	• Veteran (New)	• Collegiate
• Bicentennial Bill of right	• Disabled Plates (new)		

3.13 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

3.14 New Transactions

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

3.14.1 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.

3.14.2 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.

3.14.3 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.

3.14.4 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.

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

3.15 Updated Salvage Full Report

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

3.16 New Revived Junk Original Full Report

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

3.17 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.

3.18 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.

3.19   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.

3.20   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.

3.21 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.

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.

3.21.1   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).

3.21.2   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

3.22 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.

3.22.1 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.
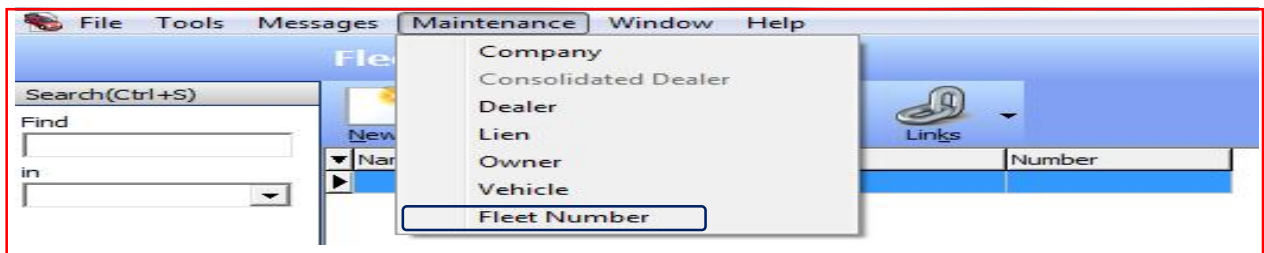
3.22.2 PFR Setup and configuration

g. 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.

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

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

3.22.3 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.

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

3.22.4 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.

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    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.

3.22.5 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.

3.23 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. Consult with your Account Executive for setup and configuration of either of the two Import Interfaces.

3.24 Inventory Issuance Process changes

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

3.25 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.

3.26 Updated Lienholder List

The Lienholder List has been updated in this list.

3.27 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.

3.28 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.