

# Burrell Printing

Company Incorporated

PRINTING FOR THE CONSUMER LOAN INDUSTRIES OF AMERICA

Attention All Texas Auto Dealers:

TXDOT has announced September 1, 2008 will be the mandatory start date for the new Vision 21 E-Tag system (see *notice on reverse side*). This means if you do not have your on-line E-Tag account with TXDOT set up and working by September 1, 2008, you will not be able to issue your buyer or dealer temporary tags after September 1, 2008. Use of your current buyer or dealer temporary tags will be illegal. Hopefully, you already have your on-line account ready to go. If not, you need to contact TXDOT immediately.

With this new E-Tag system, you will be printing all your temporary tags using your laser printer via the internet. TXDOT has detailed several options for printing and mounting these E-Tags (refer to the enclosed information sheets). All options require the use of card stock and plastic bags.

Based on TXDOT's new requirements, we have developed our new Texas E-Tag Bag and Texas E-Tag Card. This bag and card are specifically designed to work together and make your E-Tag printing and mounting a quick and simple process.

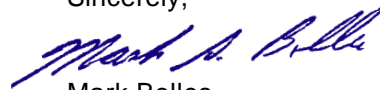
Our **Texas E-Tag Bag** is a custom-made 11¼" x 6¼" plastic bag. This bag exceeds all the requirements mandated by TXDOT. We have custom designed our bag with 2 prepunched holes which line up with the license plate bolts, plus we have added 2 oversized tape strips for quick, secure mounting. The tape we have used on these 2 oversized strips is a tape specifically designed for use on automobile finishes. It will adhere well but when removed will not leave a residue on the vehicle. The closure of the bag is a single tape strip with the flap closing toward the face of the bag. Our unique design provides a virtually watertight seal. This is not an off-the-shelf stock bag. We have taken painstaking effort to design and test various prototypes to be able to offer you this Texas E-Tag Bag made very specifically for the E-Tag application. Motorcycle-size bags are also available.

Our **Texas E-Tag Card** is a custom-made 11" x 8½" sheet of 67# Vellum card stock. This Texas E-Tag Card meets the requirements mandated by TXDOT and has been designed to align with the Vision 21 E-Tag system. When this sheet is properly fed into your laser printer, you will be able to print your new E-Tag directly on the card avoiding the need for extra paper or label stock. The custom designed part is the addition of 2 perforations to facilitate folding or removing the top and bottom stubs, plus we have punched 2 holes that line up with our Texas E-Tag Bag and the license plate bolts. Motorcycle-size cards are also available.

Enclosed you will find pricing and ordering information. **Order now and save up to 17%** (refer to the enclosed flyer for details). Samples were not available at the time of this mailing, but by the time you receive this letter we will have samples. If you would like us to send you samples, please call or e-mail.

If you have any questions, please feel free to give me a call.

Sincerely,



Mark Bolles

President

mbolles@BurrellPrinting.com

*Hablamos español, pide por extensión 318.*

901 Highway 685 · Pflugerville, Texas 78660 · (800) 531-5234 · Fax (512) 990-3001

**Order Today and Save up to 17% !**

We are in the final stages of testing and product refinement.  
We will be shipping the first orders of our new Texas E-Tag Bags & Cards around the end of July.

**Order Now and Save the Shipping**

Need other items? **Save even more!** Add them to your order of Texas E-Tag Bags and we will pay the shipping on the entire order!

Your order must include Texas E-Tag Bags and be placed prior to September 27, 2008, to qualify for the free shipping. Free shipping offer only applies with your 1st order of Texas E-Tag Bags. All items ordered must be shipped at the same time, no split shipments. All charges relating to special shipping services such as overnight delivery or COD will be the customer's responsibility. Free shipping offer does not apply to orders placed with Burrell Promotions.

# Texas E-Tag Bag / E-Tag Card Order Sheet

**(1) CIRCLE THE DESIRED SIZE**

**Auto/Trailer**

**Motorcycle**

**(2) CIRCLE THE DESIRED QUANTITIES**

**E-Tag Bag w/Card**

**E-Tag Bag w/o Card**

**E-Tag Card Stock Only**

100 = \$ 34

100 = \$ 29

100 = \$ 15

200 = \$ 58

200 = \$ 48

200 = \$ 20

300 = \$ 82

300 = \$ 67

300 = \$ 25

400 = \$ 106

400 = \$ 86

400 = \$ 30

500 = \$ 130

500 = \$ 105

500 = \$ 35

1,000 = \$ 250

1,000 = \$ 200

1,000 = \$ 60

1,500 = \$ 370

1,500 = \$ 295

1,500 = \$ 85

2,000 = \$ 490

2,000 = \$ 390

2,000 = \$ 110

**(3) SHIPPING INSTRUCTIONS**

P-Number: \_\_\_\_\_

Company Name: \_\_\_\_\_

Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

email: \_\_\_\_\_

Phone: \_\_\_\_\_

Fax: \_\_\_\_\_

**(4) METHOD OF PAYMENT**

**Payment Enclosed:** Check # \_\_\_\_\_ Amount \$ \_\_\_\_\_

**Send My Order C.O.D.** (COD fee of \$ 9.00 will be added to the total order)

**Bill My Credit Card**    Visa    M/C    Disc.

Card # \_\_\_\_\_

Verification # (last 3 digits on back) \_\_\_\_\_ Exp. Date \_\_\_\_\_

Card's Billing Address \_\_\_\_\_

City, St, Zip \_\_\_\_\_

Card Holder Name \_\_\_\_\_

Signature: \_\_\_\_\_ Date \_\_\_\_\_

**(5) PAYMENT AMOUNT**

**Free shipping on your first order of Texas E-Tag Bags.**

\* Free shipping applies to the first order of Texas E-Tag Bags only. All items ordered must be shipped together. All charges relating to special shipping services such as overnight delivery or COD will be the customer's responsibility. Orders must include Texas E-Tag Bags and be placed prior to September 27, 2008. Free shipping offer does not apply to orders placed with Burrell Promotions.

**\* C.O.D. add \$ 9.00.**

Shipping charges based on total dollar amount ordered.

~~\$1.00 - \$30.00 Add \$ 6.00~~

~~\$30.01 - \$60.00 Add \$ 7.00~~

~~\$60.01 - \$100.00 Add \$ 8.00~~

~~\$100.00 + Add \$ 9.00~~

Order Total =

\* Shipping +

\* COD add an additional \$ 9.00

Sub Total =

Sales Tax  
8¼ % +

Grand Total =

**Burrell Printing  
Company, Inc.**

**Fax Orders (512) 990-8675**

**Mail Orders**

901 Highway 685

Pflugerville, Texas 78660

**Phone Orders (800) 252-9154**

## **THE NEW RULE & LAW ABOUT DEALER e-TAGS**

### **PLEASE READ COMPLETELY BEFORE USING THE DATABASE**

*(Reprint of the Instructions for New e-Tag Law Posted on TXDOTs web site)*

Dear Licensee:

If you have been keeping up with the laws by attending the Dealer Training Seminars you are aware that e-tags are about to become a reality. By now you should have received the letter with a control number with instructions on where to give us your email address. If you have completed this, within the next few weeks you will receive two separate e-mails containing your user name and temporary password to enter the Vision 21 application which is ready for your review and use. At this time you will also be given the URL address on the Internet where the new dealer e-Tag resides within the Vision 21 application on the TxDOT website. When you log in on the Vision 21 application for the first time, you will be asked a series of security questions that will insure that the site is kept secure for you and other licensees. You should also change your temporary password to something you can easily remember. Please take these seriously and do not let anyone else use your password or user name.

An online tutorial has been prepared to help you with the functional requirements of the application and you should take this tutorial prior to using the Vision 21 application. These instructions are designed to acquaint you with the new laws regarding temporary tags not covered in the tutorial.

There will be a preview period before the actual launch where you may log onto the system, go through the tutorial, assign your administrators duties, and acquaint yourself with the reports and other various functions of the application. Please realize that this is a LIVE application. You may enter real transactions into the database and the records will be kept on the state database. If you enter your live transactions in this database, you do not have to keep temp tag logs.

However, you must do the following:

1. You must issue the Notice to Buyer containing the temp tag law;
2. You must have the buyer sign your copy of the receipt and keep it in your records;
3. You must give the buyer their receipt and tell them to keep it in the vehicle until they receive their metal plates; and,
4. You DO NOT place the e-Tag on the vehicle until you are notified of the actual launch date. You will continue to use the current cardboard tags until the launch date.

#### **DO NOT PLACE THE e-TAG ON VEHICLES UNTIL LAUNCH DATE.**

You may also print out dealer and converter tags, but again, do NOT place these on the vehicles until notified of the actual launch date. We will notify you later of the actual launch date at which time we will have trained the majority of law enforcement on the new e-Tag and had time to work out any bugs that our designated early adopters may have encountered.

**THE \$5.00 FEE:** At official launch, dealers will collect a \$5.00 fee for each buyer's tag they issue whether the vehicle is registered in Texas or not. This is an official fee just like TT&L that is paid by the consumer. The fee will be paid to the County at the time the vehicle is title and registered. If the deal falls through, the dealer will refund this fee just like the TT&L is refunded. The buyer's tag is the only tag this fee is charged for and there is no fee for the supplemental tag, dealer tag or any other tag. A dealer will be charged \$5 for each transaction presented to the tax office. Out-of-state transactions will be accounted for on a county by county basis and dealers should contact their local County Tax Assessor Collector shortly before the actual launch to find out how their county is going to handle collection of the out-of-state transaction fees.

#### **DO NOT CHARGE THE \$5 FEE UNTIL LAUNCH DATE AND THE e-TAGS ARE ACTUALLY PLACED ON THE VEHICLE.**

**Dealer (Black) Tags:** If you attended a Dealer Training Seminar you are aware that there are now 2 different dealer tags. There is a vehicle-specific tag and the dealer agent tag. Both of these tags may be issued for any number of days up to 60 days. It is up to the dealer to decide how long any particular tag will be good for. The only restriction is that only one tag may be issued to a particular vehicle (VIN) at a time.

The Dealer Agent tag can be issued to a salesperson, transport company or other person who may be your agent driving your vehicle to or from the auction, a place of reconditioning or for demonstration. If your practice is to issue tags to individual salespersons, use this tag for your salespersons. Remember, however, these are your agents and you are responsible for their use of the tags.

You may void either of these tags at any time. If you issue a buyers tag on a particular vehicle, it will automatically cancel any dealer tag on a specific vehicle.

**Buyer's (Red) Tags:** The best thing about the new system is the buyer's tag will do most of the work for you. If you have a Texas title, all you do is put in the VIN and the system will pre-populate the vehicle information. You fill in the buyer's information and lienholder information. You will see the registration expiration on the vehicle and any remarks that appear in the titling database. This will give you the same information that appears in the RTS system now.

The expiration date of the buyer's tag is automatically calculated and will appear on the tag as will the VIN and make of the vehicle along with the vehicle-specific number that will identify the vehicle and buyer to law enforcement once the tags are mounted on the vehicles. A change in the law no longer allows the tags to be placed in the rear windows. All tags must be placed in the rear license plate holder area. By law, the buyer's tag is good for 21 calendar days from the date of sale. You will not be able to issue a second buyer's tag without voiding the first tag. You can void the first tag by going to the Void Tags section in the application and choosing the proper reason you are voiding the tag, whether it be unwinding the deal, customer returning the vehicle, or whatever.

**Buyer's Supplemental (Blue) Tags:** The supplemental tag is obtained by inputting the original buyer's tag number. You may also call up the tag by putting in the buyer's name. Once you confirm the tag, the supplemental tag will be ready for issuance. The supplemental tag must be obtained within 20 working days from the date of sale. If you do not issue the tag within this time frame, you will not be able to issue a supplemental tag. By law, the supplemental tag is good for 20 working days. This has been programmed for 30 calendar days. As with the original buyer's tag, the system will calculate the expiration date of the tag. Only one supplemental tag may be issued per transaction. If you have not been able to obtain a title within this time period, you will have to obtain the 30 day permit from your local County Tax office.

**Converter's (Orange) Tags:** Converter's tags have the same requirements and specifications as vehicle specific dealer tags.

**Internet Down Tags:** These are special tags which are issued to dealers in advance and are to be used ONLY in those situations when a dealer needs a buyer's tag and is unable to access the Internet because of Internet problems. You are allowed Internet Down tags equal to 1% of your annual sales. You can print out these tags and the associated receipts of these tags in advance. Instructions are also available each time you print out such tags. These tags should be kept in a secure place and their use will be strictly monitored. The tags may be replaced as used or as they expire which will happen after 12 months if not used. Any Internet Down tag used on a vehicle must be reported to the Vision 21 application by the close of the next business day.

**Emergency Tags:** Emergency tags are similar to the Internet Down tags except they are to be used only in the case of a severe emergency such as a serious storm or other natural disaster that disrupts power for more than 48 hours. The same requirements apply as apply to the Internet Down tags. They must be kept in a secure place and use of the tags must be reported to the Vision 21 application within 24 hours of the return of power.

We suggest that you do not print out very many Internet Down and Emergency tags until the actual launch date so you will not have them expiring too soon. Anytime you print out either the Internet Down tags or the Emergency tags, be sure to print out the corresponding receipts and Notice to Buyers so you will have them available if needed.

**Creation of Tags:** The Vision 21 application issues a number for each tag. The e-Tag rule provides five options to the licensee for creation of a tag using that number, so you may choose which option best suits your business needs.

ALL tags must be enclosed in at least a 2 mil sealed poly bag. You will find many companies on the Internet that sell poly bags that have zip lock features or you may contact some of the specialized tag bag companies that furnish bags specially made to hold vehicle tags.

ALL tags must be on cardboard or have cardboard backing. Cardboard has been defined as 65 pound card cover stock or heavier. This weight is similar to a business card and will go through a printer. We have found that 67 pound vellum will also go through a printer and may be more economical to purchase.

The options for licensees to issue tags are as follows:

**Option 1:** The licensee may have a printer print the blank template on cardboard as set out in the temp tag rule found in 43 TAC §8.153(d)(1) Appendix A-1 through Appendix C-1. This is the same procedure used today. The licensee will then use a wide black marker to fill in the blanks, and put the cardboard tag in a sealed poly bag. However, the licensee must still issue the Buyer's Notice and receipts as required by law and furnished by the Vision 21 application. If you use this option make sure your printer is printing all tags in black and white. Colors are no longer allowed.

**Option 2:** The licensee may print the tag image directly on cardboard and place the tag in a sealed poly bag.

**Option 3:** The licensee may print the tag image on a full 8 ½ " x 11" label and affix the label to the 6" x 11" cardboard and place the tag in a sealed poly bag. (This is a good way to use the old cardboard tags rather than sending them to the landfill)

**Option 4:** The licensee may print the tag image on 8 ½" x 11" paper, affix the paper image to 6"x11" cardboard by glue or tape so that it is completely adhered to the cardboard backing and put in a sealed poly bag.

**Option 5:** The licensee may print the tag image on 8 ½" x 11" paper and just fold and place the paper image with the 6" x 11" cardboard backing behind the paper image in a sealed poly bag.

**NOTICE TO BUYER AND RECEIPTS:** The law requires that with each buyer's tag a dealer issue to the buyer a notice of the temporary tag law along with other information related to the process of purchasing and registering a vehicle. This notice is furnished by the Vision 21

application with each buyer's tag image. The law also requires the buyer to sign a statement indicating the buyer received this notice. The Vision 21 application provides 2 receipts, a dealer's copy and a buyer's copy. The dealer's copy has a space for the buyer to sign acknowledging receipt of the Notice to Buyer of the temporary tag law. This form is required to be kept in the dealer's records. The buyer's copy of the receipt is to be given to the buyer with instructions to keep the receipt in the vehicle until metal plates are placed on the vehicle. This is very important as law enforcement will ask for this receipt should the buyer be stopped. The receipt will be used to compare information on the e-Tag and in case of damage or loss of the e-Tag will provide the buyer with confirmation of their ownership of the vehicle. Supplemental Tags also have receipts and you must also give the buyer their copy.

Internet Down tags and Emergency tags are considered buyer's tags and dealers must follow the same rules as with buyer's tags.

Dealer tags also have receipts and though it is not required to print and keep these receipts you may want to do so for a while until you establish a business system in your office to deal with the dealer tags. Remember, all the information on all tags will be in the system and you will be able to generate reports on tags you have issued.

**VOIDING TAGS:** Any time a licensee terminates the use of a tag before its expiration date, whether it be a dealer's tag, buyer's tag or any other type tag, the licensee should enter the "Void Tags" selection on the Activity Home and void the tag in question. This will not only enable law enforcement to have accurate returns, but it will also keep a licensee's records clean for audit purposes.

**VEHICLE TRANSFER NOTICES:** You will notice there is a section under the licensee selection called "vehicle transfer notification". This is a service you can offer your customers when they trade in a vehicle. By filing the transfer notification for them or preparing the form for them to file, you are generating customer good will. The Department is getting more and more complaints from consumers who are receiving tickets and bills for tolls on vehicles still in their name traded in months ago. By filing this form you are saving them this headache. There is no longer any official fee allowed for this service.

**REPORT PLATES REMOVED:** There is also a selection where you may quickly and simply report to the state when you have removed plates from a vehicle. This will help stop plate theft tremendously and you are urged to take advantage of this ability. You are urged to contact a metal recycler or the county to see if they have a program for recycling the metal plates. You may be able to get money for recycling these plates.

**HELP CENTERS:** If you have any problems related to navigating the database application, problems getting the application to work, questions on how to perform a function or want to make a suggestion as to how to make something work better, you need to call our technical call center at 512-302-2020.

If you have any questions relating to the law about the temporary tags or other dealer law, you should call the MVD call center at 800-687-7846.

(Reprint of the Instructions for New e-Tag Law Posted on TXDOTs web site)

## TEMPORARY TAGS ARE CHANGING FOREVER

(Reprint of the FAQ sheets Posted on TXDOTs web site)

The last legislative session brought about dramatic changes in how dealers and converters will issue temporary tags. With the passage of SB 11 dealers and converters must now have Internet access at their place of business in order to process the electronic registration of temporary tags. We are calling these Dealer e-Tags.

**Q: WHY E-TAGS?** Many reasons justify the new Dealer e-Tags, most importantly is officer safety and homeland security. The new Dealer e-Tags will also help crackdown on counterfeiting and unauthorized used of temporary tags.

Dealer e-Tags are just part of the first module of the new web-based Vision-21 system the Vehicle Titles and Registration Division is implementing. Vision 21, a total rethinking of how vehicle registration and titling is done in Texas includes a 21st-century computer system that will offer customers and stakeholders more web-based applications. The first of those applications are Dealer e-Tags, Plate-to-Owner tracking, Vehicle Transfer Notifications, and Vehicle Transit Permits. By this summer, not only will dealers and converters be issuing Dealer e-Tags, they will be able to give the department notice of transfers of vehicles taken in trade and notify the department when plates are removed from vehicles in accordance with the new Plate to Owner law. Visit the home page of VTR on the TxDOT website for more information on Vision 21 [www.txdot.gov](http://www.txdot.gov).

**Q: HOW WILL IT WORK?** With a password and username a dealer will access the department's Dealer e-Tag application on the web from a computer. The license is first verified as being current and legitimate. This is to prevent any non-licensees from getting access to the system. If the dealer wishes to issue a buyer's tag, information is put into the system about the vehicle and the buyer. The system then assigns a vehicle-specific number to the transaction. This number is unique to that vehicle and buyer. The number is then inserted into a buyer's tag image that is displayed to the dealer. The dealer has the option of printing out the tag image for use on the vehicle or issuing a cardboard tag with the number inserted into a blank format of the tag.

The system will also issue dealer and converter tags. If a dealer wishes to issue a dealer tag, he will put in information about the vehicle to issue a vehicle-specific tag or about the agent to whom he wishes to issue the tag. The dealer tag will have an expiration date on it and the dealer can choose when that tag expires, up to 60 days.

**Q: CAN I STILL USE THE OLD TAGS?** The tags that dealers are using now will no longer be valid once the Dealer e-Tag application launches this summer (date to be announced soon). A dealer may still fill out a cardboard tag, but there will be a completely different format and the dealer will have to get the specific number from the department to put on that tag.

**Q: AM I REQUIRED TO HAVE INTERNET ACCESS?** Any dealer applying for a license after May 1, 2008 must have Internet access and a printer as one of the requirements to get a license. Current licensees do not have to have Internet access, but without it, they will not be able to issue temporary tags. When they sell vehicles, they will have to hold off on delivering the vehicle to the buyer until the dealer applies for title and registration and received plates. An alternative is to go to some other location that has a computer with Internet access. As long as the dealer is licensed and has a username and password, they can access the Dealer e-Tag application.

**Q: WHAT DO I HAVE TO DO TO GET A USERNAME AND PASSWORD?** The most important thing you can do is make sure that MVD has your current mailing address on file. If you designated your home address as your mailing address for your dealership, then moved during the year and didn't notify the department of the change of mailing address, you will miss important mailings. MVD has mailed out an informational letter requesting that you provide a current e-mail address. Once you have provided the email address MVD will then send two separate e-mails one will contain your username and one will contain your password. Make sure you watch for this letter and the two e-mails as you will need the information to access the new Dealer e-Tag application. You can check your mailing address on file with the division by looking at the "Statewide Dealer List" on the MVD home page of the TxDOT website. [www.txdot.gov/services/motor\\_vehicle/default.htm](http://www.txdot.gov/services/motor_vehicle/default.htm). Once on the Vision 21 website, you should change your password to one of your own choosing. There will also be other things you will need to do to set up your account for the first time.

**Q: IS THERE TRAINING FOR THIS WEBSITE?** Training for dealers and converters will be in the form of an online tutorial in the Dealer e-Tag application. Also, the application will be open for "visits" 60 days before the launch date so dealers and converters may explore and get used to the different screens.

**Q: ARE THERE STILL GOING TO BE COLORED TAGS?** No, all tags will be in black and white. Law enforcement does not need colors if they have a vehicle or agent specific number and we did not want to require color printers of dealers if they wanted to print out the tags.

**Q: DOES THIS APPLY TO BOTH BUYER (RED) TAGS AND DEALER (BLACK) TAGS?** Yes, both the buyer (red and blue) and dealer (black) tags and converter (orange) tags are now electronic and the vehicle-specific numbers will be available for these tags through the Dealer e-Tag application.

**Q: WHO HAS ACCESS TO THIS DATABASE?** Only current, licensed dealers and auctions can access the Dealer e-Tag application. Unless a dealer is careless with his username and password, no unlicensed entities will be able to obtain a system generated number.

**Q: CAN I GET MORE THAN ONE USERNAME AND PASSWORD SINCE I HAVE SEVERAL MANAGERS WHO WILL BE ISSUING TAGS?** Yes, there can be multiple user accounts established. The system or dealer administrator will have the ability to establish, delete, change and reset usernames and passwords.

**Q: DO I HAVE TO HAVE A COMPUTER OR SPECIAL EQUIPMENT FOR MY BUSINESS?** No, the law only requires that a dealer have 24 hours Internet access at their business address. How you get that Internet access is up to you as long as it is available at your business address. You could access the Internet through the television, however, the division recommends for the most efficient use of time a dealer have a computer and printer. New dealers licensed after May 1, 2008 will be required to have a computer and printer.

**Q: HOW DOES THE DEALER GET THE E-TAG?** The dealer will access the Dealer e-Tag application and obtain a vehicle-specific number each time they need to issue either a buyer tag or a dealer tag. They will input information on the buyer and the vehicle and the application will then display the vehicle-specific number on an image of a tag illustrating what the tag should look like. The dealer has certain options of how to issue that tag.

- 1) The dealer can copy the information from the image shown onto a blank preprinted format on a 6" x 11" piece of cardboard as is currently done and placing the tag in a sealed poly bag;
- 2) The image may be printed out directly on cardboard and placed in a sealed poly bag;
- 3) The image may be printed out on paper and taped or glued completely to a 6" x 11" piece of cardboard and placed in a sealed poly bag;
- 4) The image can be printed out on a label and affixed to a 6" x 11" piece of cardboard and placed in a sealed poly bag.
- 5) The image can be printed out on paper and placed in a sealed poly bag with a 6" x 11" piece of cardboard behind the paper tag.

Cardboard is defined as a minimum of 65# card cover stock or higher. This weight will go through a printer. Poly bags must be at least 2 mil in thickness. Motorcycle tags (4"x7") have the same requirements and the bags should be at least 4.25 x 7.25 to accommodate the tags.

**Q: DO WE PUT A TEMP TAG ON ALL VEHICLES WE SELL, OR JUST THOSE THAT HAVE EXPIRED REGISTRATION?**

As of January 1, 2008, the "plate to owner" law went into effect which requires that all registration stickers and plates will be removed when a vehicle is sold or traded in. So, yes, a temp tag will be placed on all vehicles sold, even if the buyer wants to put their old plates on the "new" vehicle they buy; however, the old plates cannot be placed on that vehicle until the title transaction is processed by the county tax office. As customer service, the temporary tag may be placed over the metal plate so the buyer can remove the tag easily once they receive their registration sticker from the dealer.

**Q: DO WE STILL PUT THE TAG IN THE WINDOW OR PLATE HOLDER?** No, the tag is no longer allowed in the rear window due to limited visibility through tinted windows. All tags need to be in the rear license plate holder.

**Q: WHAT IF A DEAL FALLS THROUGH, CAN I VOID A TAG?** Yes, there will be ability to void a tag, but there can never be more than one tag issued for the same VIN and same buyer at one time whether it is a dealer tag or buyer tag.

**Q: WHAT IF A MISTAKE IS MADE ON THE TEMP TAG WE PRINTED OUT OR IT IS LOST OR STOLEN - WILL THERE BE A WAY TO CORRECT AND RE-PRINT ON SAME SALE?** Yes, if a mistake was made, you will have the ability to void and reissue the tag or reprint the same tag.

**Q: DOES THIS NEW SYSTEM CHANGE THE AUTHORIZED USES FOR BUYER'S AND DEALER'S TAGS?** No, the rules and requirements as to what and how the tags are used are the same.

**Q: DO I HAVE TO GET A NEW DEALER'S TAG EVERY TIME A VEHICLE IS DEMONSTRATED?** No, just like now, you have a salesman's tag that is issued to a particular salesperson, with the Dealer e-Tags you can issue an agent's tag to a particular agent or salesperson to be used by that person on whatever vehicle they drive for you. The dealer is still responsible for that agent's tag and can void it at any time.

**Q: HOW LONG ARE THE DEALER TAGS GOOD FOR?** By rule dealer tags are good for a maximum of 60 days. A dealer can set any number of days a dealer tag is good for up to the maximum. There is no limit on the number of dealer tags a dealer can issue to an agent or a vehicle, but only one dealer tag to a single VIN at a time.

**Q: WHAT CAN I DO WITH MY OLD TAGS IF I HAVEN'T USED THEM ALL?** If you have a large stock of the old style tags, keep them and use them as backings for the new tag. If you tape the paper tag to a cardboard backing or use a label, there is no reason you cannot use the old tag as the cardboard backing.

**Q: HOW MUCH ARE THESE TAGS GOING TO COST ME?** The cost of labels, poly bags and cardboard blanks are up to the dealer depending on what system he decides to use. All these items can be bought on the Internet for pennies per piece. A pre-printed format to fill in will probably cost dealers the same as they are paying now, anywhere from \$.75 to \$1.50.

**Q: WHAT IS THE STATE GOING TO CHARGE FOR THE E-TAG?** The law allows the dealer to collect a \$5.00 registration fee from each buyer that is issued a buyer tag (red tag). This fee will be paid to the county at the time the title and registration is filed just like the TT&L. The buyer tag is the only tag this fee is charged for and there is no fee for the supplemental tag, dealer tag or any other tag. This fee is also collected for out of state transactions. Each county will determine how the out of state transactions are collected in their county. Do not start collecting this fee until the official launch date and e-Tags are put on the vehicles.

**Q: DO I STILL KEEP MY TEMP TAG LOGS?** No, the records are kept on the database for you. The only record you will keep is the temporary log you must keep of any Internet down and emergency tags you issue. This record must be kept until you enter the information into the Dealer e-Tag application.

**Q: CAN OTHER PEOPLE SEE MY RECORDS?** No, only state agency personnel will have access to records. Licensees can only view their own entries into the database. Only dealership personnel to whom you have given a username and password will be able to access your records.

**Q: WHAT IS THE DEADLINE ON HAVING ON-LINE ACCESS CAPABILITY?** There really is no deadline. However, once the system is launched, the current system will no longer be valid. Those people who do not wish to participate in Dealer e-Tags or do not have on-line access will not be able to issue dealer or buyer tags and will have to take their title applications to the county and get metal plates before turning the vehicles over to buyers. Alternatively, they can buy the 30 day permits for \$25.00 from VTR.

**Q: WHEN IS THE LAUNCH?** At this time we do not have an exact date. We anticipate early summer of 2008. Watch this website for a launch date to be announced.

**Q: CAN I SEE THE DATABASE BEFORE THE LAUNCH?** Yes, in fact, we urge dealers to take the username and password they receive from the MVD, access the Dealer e-Tag application, go through the tutorial and become familiar with the application before the launch date so they will be more than ready on the launch date to issue Dealer e-Tags. You may actually enter real transactions in to the live application. However, do not put e-Tags on the vehicles or collect the \$5 fee until the official launch.

**Q: WHAT DO I DO WHEN THE COMPUTER SYSTEM IS DOWN?** It is not expected that the system will be down as there will be a redundancy built in that will automatically pickup when the system is down for maintenance, etc.

**Q: WHAT IF MY INTERNET GOES DOWN?** If you are having problems locally with Internet access, the law provides for you to acquire vehicle-specific numbers in advance for such 24 hour instances and for longer emergencies. This will be covered in more detail in the tutorial.

**Q: WILL THE FORMS BE IN SPANISH?** We do not anticipate providing forms in Spanish at this time.

**Q: ARE THERE TRAINING SESSIONS FOR LEARNING THIS NEW SYSTEM?** There will be an online tutorial that all dealers will have to go through when logging on the first time. After that, the tutorial will be available for use when needed. For technical problems such as problems logging in or problems with the functions of the system, call 512-302-2020. If you have questions about the temp tag law or wish to clarify the rules or requirements, call 1-800-687-7846.

**Q: ARE THERE OTHER REQUIREMENTS UNDER THIS LAW?** Yes, the law requires the dealer to give the buyer a copy of the laws concerning temp tags and to sign an acknowledgment that the buyer has received this notice. The database application will provide these forms to be printed out for the dealer. The Notice of Buyer is a copy of the law and is a form the dealer gives the buyer. Then there are 2 receipts printed out; one for the dealer and one for the buyer. The buyer signs the dealer's copy which the dealer keeps to comply with the law. The buyer keeps their copy in the vehicle until they receive metal plates. This receipt has all the information that was entered on the vehicle, the vehicle specific number, the buyer's information and the date of sale. This receipt will also assist law enforcement in verifying a true sale.

**Q: WHAT DOES THIS DATABASE DO FOR THE DEALER?** Besides eliminating the need for the temp tag log, and providing more security for temp tags, it will provide the ability for the dealer to run reports on the information that the dealership has entered into the system. Dealers can use these reports as management tools to verify dates, track sales, or manage inventory.

**Q: WHERE CAN I GET MORE INFORMATION?** More information can be heard about the Dealer e-Tags, how the application will work, what the tags will look like and how they work at one of the Dealer Training Seminars that are held around the state during the year. See the MVD home page on the TxDOT website for more information on DTS and e-Tags. [www.txdot.gov](http://www.txdot.gov) click on "Vehicle Dealer Services" under the Business heading.

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Nosotros tenemos la información anexa traducida al Español. Si le gustaría recibir una copia por favor llámenos o envíe un E-Mail.

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