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Document Overview

This document describes the latest software changes made to the Texas Department of Motor Vehicles (TxDMV) webDEALER application.

Scope

The scope of this is to identify recent software changes to the webDEALER application. This document does not provide step-by-step instructions on how to use webDEALER.

Audience

The intended audience of this document are dealer users of webDEALER.

Introduction

The following descriptions identify the enhancements and defect fixes incorporated into webDEALER 9.8 for dealer users:

- Title application fees calculate correctly before submission.
- eTAG expiration date correctly displays.
- Increase the number of transactions viewed.
- Improve the Tag Import process to start a title application.
- Odometer Disclosure Statement Included checkbox.
- Allow edits to the Seller Disclosure page.
- New void process in webDEALER.
- Display the required data elements on the receipt.
- Prohibit special characters in the ownership evidence fields.
- Track and limit the number of registration sticker receipts printed.
- Transfer Farm Truck and Farm Truck Tractor license plates.
- Include Paid To County amounts in the Excel and PDF reports.
**Title Application Fees Calculate Correctly Before Submission**

webDEALER will ensure the summation of the total fees due is accurate before you can submit a title application. If the total fees do not sum correctly, webDEALER will require you to recalculate the fees before submitting.

**eTAG Expiration Date Correctly Displays**

eTAGs will no longer erroneously display NULL in the expiration date and will prevent a tag from being printed without the proper expiration date.

**Increase the Number of Transactions Viewed**

You can now select the maximum number of transactions that can be viewed on a page and view any additional transactions by selecting additional pages. The following is an example of the Title Search page where you will see this functionality.
1. To change the number of transactions displayed on the page, select the **Show entries** drop-down list, and select the number of transactions per page you want to display.

2. To display certain transactions, use the **Filter** field. Type the text (numbers or letters) you want to filter with in the space provided. The system automatically displays transactions that contain that text.

3. When several transactions are displayed, use the **First, Previous, Next, and Last** links to navigate through the pages.

This functionality has been applied to the following pages:

- Payments Completed
- Title Search
- eTitle Inventory

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**Improve the Tag Import Process to Start a Title Application**

You can now go directly to the Seller Disclosure page after selecting Tag Import so, the title application process is more streamlined. This will occur whether you select to Start a New Title Application and enter a VIN with an active buyer tag, or if you select the Active Buyer Tag(s) link from the homepage.

Once you are on the Tag Preview page and select Tag Import, webDEALER displays the Seller Disclosure page where you can continue the title application.

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Tag Preview page

- **Vehicle Information**
  - VIN: 1FTFW2BTXE039271
  - Year: 2019
  - Make: FORD
  - Model: 250
  - Body Style: PK
  - Major Color: WHITE
  - Empty Weight:

- **Purchaser Information**
  - Buyer Name 1: JESYCA R. HASS
  - Address: 9853 GRAND LAKE ESTATES DRIVE
  - City: MONTGOMERY
  - State: TX
  - ZIP: 77316

- **Sales Information**
  - Sale Date (mm-dd-yyyy): 10/21/2019
  - Expiration Date: 12/29/2019

Tag Import button

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Seller Disclosure page
**Odometer Disclosure Statement Included Checkbox**

webDEALER now retains the selection of the Odometer Disclosure Statement Included checkbox regardless of what order you upload the documents. The requirement to upload a separate Odometer Disclosure Statement will only occur when the checkbox is not selected.

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**Allow Edits to the Seller Disclosure Page**

You can now edit data elements on the Seller Disclosure page after an application has been initially saved. Edits may be made if the Upload Form 130-U was selected and the application is in the In Progress or Returned status or if Complete Buyer Acknowledgement Electronically was selected and the buyer has not completed the acknowledgement.

Once the application is submitted or the buyer has completed the electronic buyer acknowledgement, the system locks the Seller Disclosure page, and no further edits can be made.

All vehicle information fields that are made available for entry on the Seller Disclosure page can be edited. If an application is returned, the processing county is not available for editing. Depending on what data elements are modified, webDEALER will determine if other sections of the title application must be edited. Sections that are required to be edited will display with the words Incomplete Data in red text.
New Void Process in webDEALER

A county user can now void an approved title application and return the application to the dealer for correction in the Returned status. Title applications voided by the county will reflect this in the Transaction History, along with the reason for the return.

To locate the Transaction History, click the Returned status hyperlink on the Title Preview page. The title application can be corrected and re-submitted to the county for processing.
County Voided indicated in the Transaction History

**Display the Required Data Elements on the Receipt**

When the receipt is generated for a title application in the Reviewed status, the receipt will no longer include the barcodes for the VIN and for the document number. Only the Final Receipt in the Approved status will include both barcodes. In addition, the watermark will display on the receipt on the second print in any status, regardless of whether the county or dealer initiated the first print.

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**WEB DEALER ORIGINAL TITLE**

COUNTY: FLOYD
PLATE NO: B8B74F
DOCUMENT NO: 01420141295084257
OWNER NAME AND ADDRESS
JASON HARDSTOP 999
123 ADDRESS WAY
LEANDER, TX 78655

TAC NAME: DELIA SUARES
DATE: 09/11/2020
EFFECTIVE DATE: 09/11/2020
USER: 077-JERICK4
WEB TITLE ID: 8129925

REGISTRATION CLASS: PASSENGER-LESS/EQL 6000
PLATE TYPE: PASSENGER-TRUCK PLT
ORGANIZATION: STICKER TYPE: MS

Title application receipt in the Reviewed status
Title application receipt in the Approved status

Prohibit Special Characters in the Ownership Evidence Fields

webDEALER no longer allows special characters in the Title Number field when entering Out of State title document details on the Evidence of Ownership and Supporting Documents page. This prevents title application errors when approved by the county.

Track and Limit the Number of Registration Sticker Receipts Printed

webDEALER now tracks and limits the total number of registration sticker receipts that can be printed to two per transaction for dealer deputies: one initial print and one reprint across the Submitted, Reviewed, and Approved statuses. Once a registration sticker has been printed twice, the receipt will no longer display the registration sticker image.

webDEALER now displays a count of the number of registration sticker receipts printed by a dealer deputy per transaction on the Title Search page. County users can also see the number of times a dealer deputy has printed the registration sticker receipt.

webDEALER does not track title application receipts that do not include a registration sticker. A non-dealer deputy will see the Sticker Print column, but webDEALER will not track the number of prints.
Transfer Farm Truck and Farm Truck Tractor License Plates

Farm Truck and Farm Truck Tractor license plates have been added to the list of license plates that can be transferred through webDEALER.

You can now create a title application and enter a customer supplied Farm Truck or Farm Truck Tractor license plate. The registration class will be updated in webDEALER based on the license plate type and weight of the vehicle. When transferring a Farm Truck or Farm Truck Tractor license plate, you must upload the Application for Farm License Plates (Form VTR-52-A).

Registration classes now include:
- FARM TRK-LESS/EQL 1 TON
- FARM TRK-MORE THAN 1 TON
- FARM TRK TRACTOR > 1 TON

When entering the Texas Agricultural and Timber Exemption Registration Number on the Sales Tax Information page when Farm/Ranch is selected as an exemption type, webDEALER confirms
that the number combination is valid. The number must start with 1 or 3 and is 11 digits in length.

Transfer of Farm Truck license plates

Transfer of Farm Truck Tractor license plates
The system displays the following error message if the first digit does not begin with a “1” or a “3” or the number is not eleven digits.

**Error message for invalid Tax Permit #**

**Included Paid To County Amounts in the Excel and PDF Reports**

When on the Title Search page filtered to the Approve status, you can generate an Excel or PDF report of the approved applications. This report now shows a “Paid To County” column that displays the total amount for each approved title application along with subtotals by date. This addition makes it easier to match up the daily approved total with payments submitted to the county.

**Excel report example**
# Title Search

**Status:** APPROVE  
**Report Generated:** 09/16/2020 11:59 AM

<table>
<thead>
<tr>
<th>VIN</th>
<th>Deal #</th>
<th>County</th>
<th>Vehicle</th>
<th>Owner Name(s)</th>
<th>Approved On</th>
<th>Paid To County</th>
</tr>
</thead>
<tbody>
<tr>
<td>1HDBF18Y6179010</td>
<td>—</td>
<td>FLOYD</td>
<td>2020 HD FLH</td>
<td>OFF HIGHWAY TESTING</td>
<td>09/16/2020</td>
<td>$28.00</td>
</tr>
<tr>
<td>JSATF41AD22117103</td>
<td>—</td>
<td>FLOYD</td>
<td>1983 SUZI C30</td>
<td>PEYTON MANNING</td>
<td>08/21/2020</td>
<td>$26.00</td>
</tr>
<tr>
<td>ZAPC16S115001875</td>
<td>—</td>
<td>FLOYD</td>
<td>2001 VESPA C16</td>
<td>JOHN</td>
<td>08/24/2020</td>
<td>$220.00</td>
</tr>
<tr>
<td>MHCJ812038633383</td>
<td>—</td>
<td>FLOYD</td>
<td>2018 HOND GRD</td>
<td>JOHN</td>
<td>08/24/2020</td>
<td>$28.00</td>
</tr>
<tr>
<td>1HDBF18Y61790464</td>
<td>—</td>
<td>FLOYD</td>
<td>2020 HD FLH</td>
<td>BIG RED</td>
<td>08/24/2020</td>
<td>$28.00</td>
</tr>
<tr>
<td>CB702549875</td>
<td>—</td>
<td>FLOYD</td>
<td>1979 HOND VW</td>
<td>JERRY</td>
<td>08/23/2020</td>
<td>$28.00</td>
</tr>
<tr>
<td>1HFCF18V02G1865373</td>
<td>—</td>
<td>FLOYD</td>
<td>2020 HOND VT1</td>
<td>MOUNTAIN DEW</td>
<td>08/22/2020</td>
<td>$28.00</td>
</tr>
<tr>
<td>JYAK8949230444411</td>
<td>—</td>
<td>FLOYD</td>
<td>2002 YAMA XV5</td>
<td>TEST</td>
<td>08/21/2020</td>
<td>$28.00</td>
</tr>
<tr>
<td>1HDSF14X7K3413703</td>
<td>—</td>
<td>FLOYD</td>
<td>2007 HD FXD</td>
<td>JASON TEST 84</td>
<td>05/07/2020</td>
<td>$305.00</td>
</tr>
</tbody>
</table>

**TOTAL:** 220.00

**TOTAL:** 305.00

PDF report example

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Texas Department of Motor Vehicles