

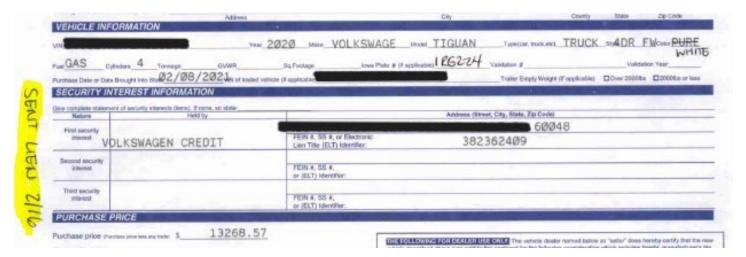
ERT with Escrow Lien

Vehicle Central Programs

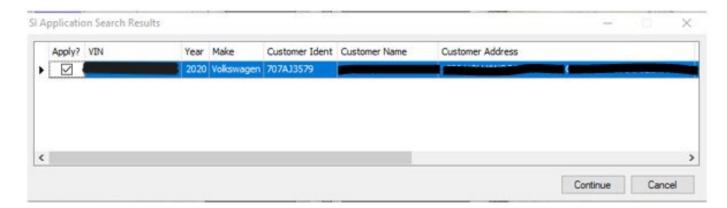
The following provides details on processing an electronic registration and title (ERT) with an Escrow lien.

Steps

1. Ideally, the dealer will include a note on the title app that an Escrow lien exists.



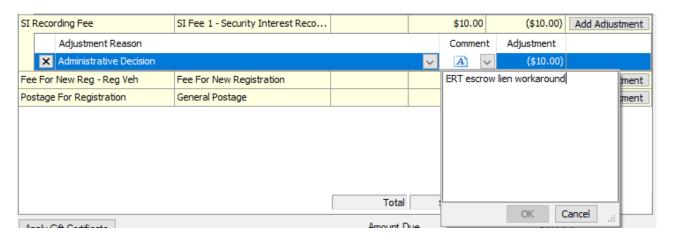
2. After reviewing documents, adding vehicle, and clicking Open TR, county should see SI Application Search window.



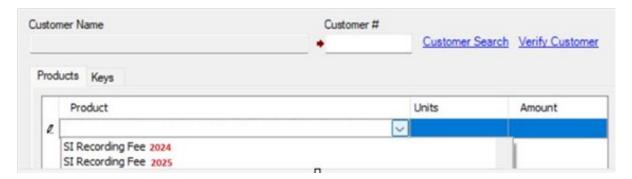


- 3. Confirm customer and VIN. If correct, select Continue.
 - a. The total will include the \$10 lien fee.
 - b. The fee should not be included here because when the county hits Pay Now, that is the amount the ERT vendor will send. If the fee is included here, the lien fee will have been paid twice. For this particular transaction, EDS should only have to send \$971.43. County Treasurer should go to **Fee Detail** tab and adjust the \$10.00 fee to \$0.00 using Administrative Decision as the reason and enter comment of "ERT escrow lien workaround."

Transaction Fees	Fee	Penalty
Title Fees	\$25.00	\$0.00
Fee for New Reg	\$663.43	
Registration Fees	\$272.00 🛨	\$0.00
EV Reg Fee	\$0.00	\$0.00
SI Fees	\$10.00	
Plate Fees	\$10.00	
Other Fees	\$1.00	
Sub Total	\$981.43	\$0.00
Grand	Total: \$981.	.43

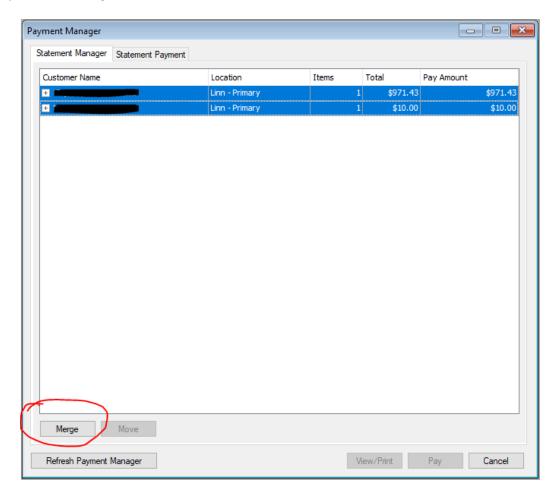


4. Pay Now. Approve DE29 "Adjustments have been entered for this transaction." The transaction will go to Payment Manager. DO NOT PAY OUT yet. Add a Miscellaneous Transaction under the customer record for SI Recording. You must choose the 2024 option (Top SI Recording Fee) for the \$10 fee or the 2025 option (Bottom SI Recording Fee) for the \$20 fee.

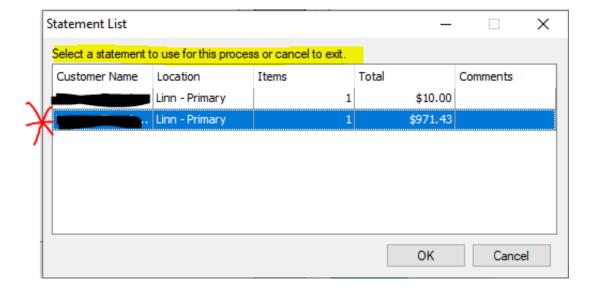




5. Pay Now and Merge with the ERT transaction.

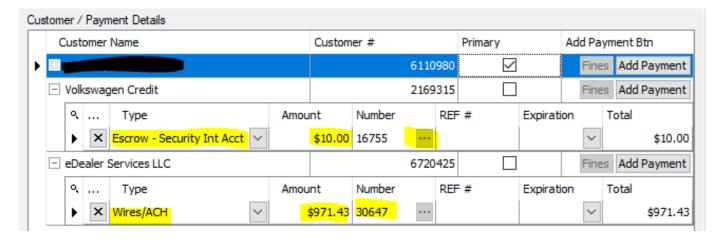


6. Select the ERT statement to use and hit OK.





7. The \$10.00 lien fee is paid from Lienholder Customer with tender type of Escrow – Security Int Acct. Then the rest is paid under Customer 6720425.



Statement Receipt: 57277749



Attached Customers



Transaction



Payments

Payment Method	Payor	Payor #	Number	Amount Tendered
Escrow - Security Int Acct	Volkswagen Credit	2169315	16755	\$10.00
Wires/ACH	eDealer Services LLC	6720425	30647	\$971.43

Total Tendered: \$981.43