

Subject: FW: April Vehicle Central Programs (VCP) Motor Vehicle Newsletter



MOTOR VEHICLE NEWSLETTER

Iowa DOT Central Programs Bureau

April 2024

[Tips, Tricks & Reminders](#)

Current Fast Path Codes

	Fast Path		Fast Path
Add/Release SI	si	Print Replacement Title	tp
Additional Fee for New Registration	aut	Recreate Title	trt
Cancel Title	tc	Refund Vehicle Registration	ref
Corrected Title	tcr	Registration Renewal	rr
Dispose Plate	tdp	Reinstate Cancelled Title Transaction	rctt
Edit Plate	ep	Reinstate Credit Vehicle	rcv
Electronic Title Queue	*	Reinstate Registration	rri
Electronic Registration and Titling Queue	ertq	Replace Title	trp
EZ Registration Renewal	ezrr	Reprint Registration	rrp
In Transit Title/Permit	ti	Reserve Plate	pr
Insert Plate	ip	Salvage Title	ts

Issue Permit (30 days)	pi	Set Manager	sm
Junking Certificate	tjc	Store Vehicle	rsv
Manage Customer	cust	Terminate Registration	rc
Manage Vehicle	veh	Title and Registration	tr
Manufacturer Buy Back	tm	Update Registration	ru
Miscellaneous Transaction	misc	Void Registration	rvr
Non-Transferable Registration	rnt	Void Title	tvf
NSF Management	nsf	Web Reg Renewal	wrr
		Work Management	wm

*coming soon

Motor Carrier Services (MCS) Customer Records

Motor Carrier Services customer records are for utilization by the Office of Motor Carrier Services only. When searching for customers, and a MCS customer record is located, counties may not use that record. For vehicle transactions counties must utilize a NON-Motor Carrier Services customer record, and if one does not exist, you must create a new customer record.

MCS customer records are easily identified by observing that the customer's name is ALL CAPITALIZED and there is a US DOT number (highlighted in green below). Below is an example of a county customer record and a MCS customer record and how it should look and identifying the difference.

Customer #	Drivers License	State	Legal Name	Conf	Residency Address	Managing C...	Date of Birth	SSN	USDOT Number
5629759			Emig Trucking LLC	OT...	[REDACTED]	Linn			[REDACTED]
5986306			EMIG TRUCKING LLC	Uniq	[REDACTED]	Linn			[REDACTED]

Below is an example of where to locate the US DOT number when the Customer Maintenance screen is open (highlighted in blue below).

Customer Maintenance - 5986306

Customer Name [EMIG TRUCKING LLC](#) **Customer #** 5986306
Residency Address [REDACTED] **Customer Type** Organization
Identification FEIN - 271661518 **Default Reg Month**

General Summary Core Name Address Identification Contact Characteristic Affiliation List Membership MVD License

Customer Type: Organization (selected) Security Interest Holder Confidence Rating: Unique Aamva Reportable

Legal Name: Last Name, First Name Middle Name Suffix, Date of Birth, Date of Death
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Org. Name: [EMIG TRUCKING LLC](#) Default Reg Month, Jurisdiction of Record

Residency Address: Address Line 1 / Line 2 [REDACTED] City / State: MOUNT VERNON IA Zip / Country: 523149624 USA County: Linn **Valid**

Mailing Address (optional): Address Line 1 / Line 2 [REDACTED] City / State: IA Zip / Country: USA **Not Checked**

Identification: FEIN [REDACTED] IA USA, US DOT Number [REDACTED] IA USA

Contact: Business Phone [REDACTED] Preferred Business Fax [REDACTED] Preferred

Verifying Correct Customer for Refund

Multiple counties have reached out to us within the last month, advising they're seeing counties processing a claim for refund on the wrong customer. They're being processed on the current owner vs the prior owner of the vehicle which is causing issues for the customers (in one case, the current owner was pulled over by law enforcement for not having valid plates).

Please remember how important it is to pay attention to the details and to make sure to select the correct customer when using registration credit or when a customer is requesting a refund.