

## Reactivate/Un-Junk a Boat in KAVIS Under New MVL Guidelines

This guide aids in the KAVIS process for Reactivating/Un-Junking a boat in accordance with the new guidelines outlined by MVL.

1. Before taking any action in KAVIS the TC 96-352 form must be completed. In this document the clerk/deputy will select the reason for reactivating this boat.

**SECTION 1: REASON FOR REQUEST**

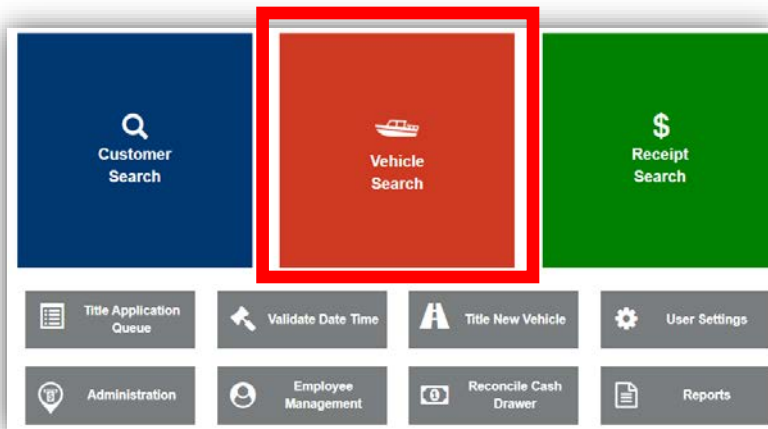
Please check the reason for this request:

Title was accidentally marked as junk due to clerk error.

Ownership is being transferred to a **dealer** for rebuilding, according to KRS 186A.295 and KRS 186A.090.  
*SEE WARNING ABOVE.*

Ownership is being transferred to an **individual** for rebuilding, according to KRS 186A.295 and KRS 186A.090.  
*SEE WARNING ABOVE.*

2. Once the form is filled out the vehicle may now be reactivated in KAVIS.
  - a. Find the vehicle using the "Vehicle Search".



- b. Search for the boat by either KY Number, Title Number, or HIN. Click "Search".

Search By: KY Number \*

KY Number: KY0493FS \*

Cancel
Reset
Search

c. Click on "Vehicle" to navigate to the Vehicle Summary Page.

KY Number: <input type="text" value="KY0493FS"/> *										
<input type="button" value="Cancel"/> <input type="button" value="Reset"/> <input type="button" value="Search"/>										
KY Number	Title Number	Title Status	Customer ID	Name	Address	Vehicle Type	Year	Make	Model	Go To
KY0493FS	061390890012	Active - Title Issued	001107624	MCPHERSON, THOMAS	512 Hazel Creek Rd, BEECH CREEK, KY 42321	Boat	1986	JON	JON	<input type="button" value="Vehicle"/> <input type="button" value="Customer"/>

d. On the Vehicle Summary Page click on "Reactivation". This will be available if the boat's registration was ever canceled in the past (either in AVIS or in KAVIS). This document only covers what steps to take to reactivate/un-junk.

Viewing 1 of 1 Titles

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Owner(s) Chain of Ownership

Customer ID	Driver License	Customer Name	SSN/FEIN	Address	Begin Tax Exempt Date
001107624		MCPHERSON, THOMAS	<a href="#">xxx-xx-4208</a>	512 Hazel Creek Rd, BEECH CREEK, KY 42321-2431 MUHLENBERG	

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Title

status: Active - Title Issued

Type: Original	State Fee: \$0.00
Title #: 061390890012	Clerk Fee: \$0.00
Prior Title #:	Use Tax: \$0.00
Use Tax Description:	

Registration Information

Status: Cancelled

Type: Corrected	County: MUHLENBERG
Reg. Date: 03/28/2017	Decal #: KY0493FS
Exp. Date: 04/30/2018	Prior Decal #: E133372
Remarks: CCC	Action Date: 03/04/2019
Comments: JUNKED	Description: Decal Correction

**Reverse Registration Action**

F&W State Fee: \$0.00
KYTC State Fee: \$0.00
Boat Safety Fee: \$0.00
Clerk Fee: \$0.00

e. The Reverse Registration Action will be pre-selected. Nothing else should be selected here.

**Registration Information**

Status: Cancelled

Type: Corrected	County: MUHLENBERG
Reg. Date: 03/28/2017	Decal #: KY0493FS
Exp. Date: 04/30/2018	Prior Decal #: E133372
Remarks: CCC	Action Date: 03/04/2019
Comments: JUNKED	Description: Decal Correction

**Reverse Registration Action**

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KYTC State Fee: \$0.00
Boat Safety Fee: \$0.00
Clerk Fee: \$0.00

f. Scroll to the bottom of this page and enter a comment as to why the boat is being reactivated and click "Continue Reactivation".

**Comments:**  \*

OR

- g. This will add the Reactivation to the cart with a \$0.00 balance. The Reactivation must be checked-out to fully commit to the Reactivation of the boat. Click on "Checkout".

The screenshot shows a cart interface for a customer named MCPHERSON, THOMAS. The cart contains one item: a reactivation for a 1986 JON JON boat. The item details are as follows:

Item	Description	Title #	KY #	HIN	Qty	Price	Amount
KAVIS	1986 JON JON <span>Reversal</span>	061390890012	KY0493FS	INVALIDKYHIN	1	0.00	\$0.00
Action: Reversal (Reactivation)							
Reverse Registration							\$0.00

Customer Total: \$0.00

Sub Total: \$0.00  
Total: \$0.00

Buttons: + Force AVIS Items, Cancel, Suspend Items, Continue Shopping, **Checkout**

- h. Click Finish on the Checkout Screen to commit to the Reactivation of this boat.

The screenshot shows the checkout screen with the following information:

Total Amount Due: **\$0.00**  
Balance Due: **\$0.00**  
Change Due: **\$0.00**

Financial Receipt: No Receipt (dropdown)  
Navigate To: Transaction Summary (dropdown)  
E-Mail: [input field]  
Buttons: Cancel, **Finish**

- i. Scan the TC-96 352 form in PODD with the Reactivation receipt.

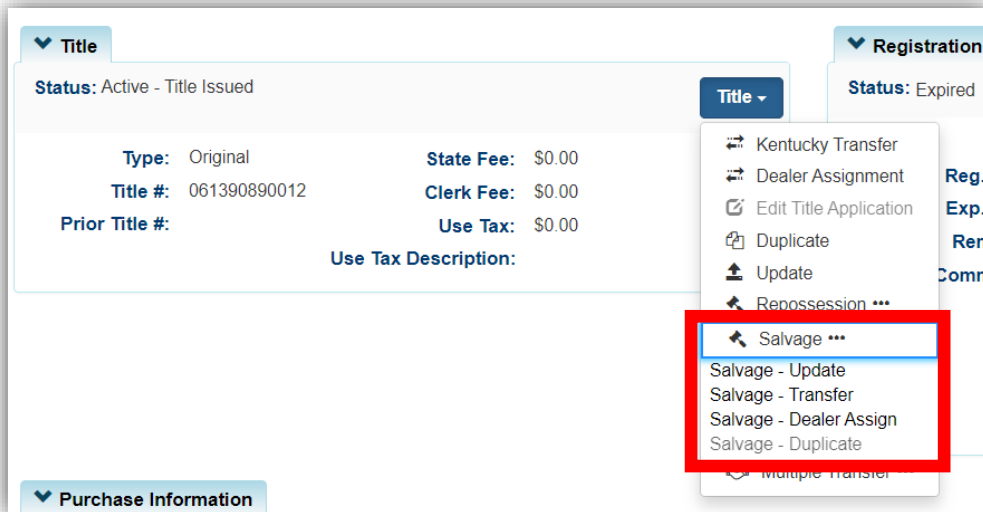
- j. Navigate back to the Vehicle Summary Page for the boat that was just reactivated/un-junked. There will be PVA issues for the current year and up to five years back depending on when the boat was junked. These will need to be resolved before any new action (Registration or Transfer) can be executed on this boat.



- k. If the boat was junked in error, and this was the reason selected on the TC 96-352 form, this is all that needs to be done. See below if boat was junked and should go through the Salvage/Rebuilt process, based upon the new guidelines from MVL.

3. Once the PVA has resolved any issues related to the Ad Valorem segment, the title should be processed as one of the Salvage options in KAVIS. Use “Salvage – Update” if the current customer is retaining ownership, or “Salvage –Transfer” or “Salvage - Dealer Assign” if the ownership being transferred.

**Note:** A title will still be needed to do a Salvage - Transfer or Salvage - Dealer Assign. So if a customer does not have their title order a duplicate title first.



4. After this application is completed, approved by MVL, and the title is activated, use the current Rebuilt process to start the application for a Rebuilt title.