KAVIS

TITLE APPLICATION MANUAL FOR BOATS NEW TO KENTUCKY

Updated January 2020



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Title Application Process

Each title application is slightly different, but the flow through the steps are the same. Here is an example of one of the steps in the process, the Vehicle Information step. To see an example of each specific type of application, see the following sections of this manual.

	4.							l.	Total Due:	\$9.00
elinquent taxes ar nolete this transac	re owed on this vehicle. Click	here to view and pay	y your deline	quent taxes fo	or this vehicle. You ca	an continue past this	step, but delinquent tax	es must be paid	in the amount	of \$68.28
Boat Details										
	County of Dockage:	Select One	*			6.	Vehicle has a Situs	Address		
	Year:	2003 *				Make:	POLARIS	*		
	Model:	W035I01CA	*			7. HIN:	PLE23248K	*		
							Request State-Issue	ed HIN		
	Boat Type:	Other	~ *			Hull Material:	Fiberglass	✓ *		
	Engine Drive:	Inboard	∽ *			Propulsion:	Propeller	✓ ★		
	Length Ft:	10 *				Length In:	1 *			
	Beam Ft:	3*				Beam In:	1 *			
	Occupant Capacity:	3				Weight Capacity:		-		
	Number of Tollets:	0*				Tollet Type:	Select One	\sim		
	Finally Use.	Pleasure	♥ *							
Motor(s)										
										+ Add Motor
Votor #1										
	Year: 2008 *			Make:	UNKN	*	Horsepowe	r: 100.0 *	× Delete	Сору
	Fuel: Gas	× *		Serial #:	UNKNOWN		Year of Purchas	e:	Motor	Motor
Purcha	se Amount: 0							\square		

- 1. Bubbles at the top of the Title Application Process can be clicked at any time to go to that page if you need to input information in a different order.
 - a. Green = all required information on that specific page is complete.
 - b. Bright Blue and larger = the step you are currently on.
 - c. Faded Blue = haven't proceeded to this step yet.
 - d. Red = required information is missing from this step.
 - You will not be allowed to put the application in the Shopping Cart if there is a step that is highlighted red.

- 2. Place On Hold will save the title application to the Customers' Account Pages (Seller and Buyer once they have been added) for 60 days, after which it will be deleted.
- 3. Clicking > Continue will move you to the next step in the process.
 - a. If required information is missing, an alert will explain what is missing.
- 4. If delinquent taxes are due on the boat being transferred, they must either pay them with the application or in a separate transaction.
 - a. See the section titled 'Paying Delinquent Taxes with a Title Application' in the Boat Registration and Ad Valorem Manual for more information.
- 5. As fees are added and ad valorem is chosen to be paid with the application, the Total Due will be updated.
- 6. The Situs Address is the specific dockage place for the boat. This is needed if the County of Dockage is different from the County of Residence of the primary buyer.
- 7. If the year of the boat is 1973 or newer, and KAVIS has detected a missing or invalid HIN, you will be prompted to request a new state-issued HIN.
 - a. The new Title Number and HIN, if requested, will be generated immediately **after** the application has been checked out/payment processed.
 - b. See the 'Requesting a State-Issued HIN' section of the Title Application Additional Information Manual for more information on this process.
- 8. You may click ^{(© Cancel Title Application} and at any point of a title application and all information that had been entered will be erased. (There is nothing to 'backout' like in AVIS.)
 - a. Nothing is saved in KAVIS until you either click a Save button, or have proceeded through checkout and payment has been processed.
 - b. The only exception to this is if ad valorem was paid during the application process, those will remain paid. Any ad valorem chosen to be paid with the application will go back to being past due since payment was not processed for them.

*Do not click your browser's back button during a Title Application.

Boat Ownership Personal Information Requirements

Birthday, Gender, and Citizenship are required by law for boat ownership. Title Applications cannot be finalized until all Buyers have these Personal Information fields entered.

- 1. The following Buyer Information step is part of the Title Application Process and is explained in greater detail in each specific Title Application section of this manual.
 - a. This red flag icon is going to appear for many of your Buyers:

1	2	3		5	6		
Fitle Information	Vehicle Information	Seller Information	Buyer Information	Lien Information	Registration	Purchase Information	Finalize
						Place On Hold > Con	tinue
						Total	Due: \$9
Buyer Information	n						
🔞 Invalid Da	ta:One or more Buyers con	tain errors.					
Primary Sec	ondary Customer ID	Customer Name	Delinquency				
-	001560623	NORMAN PORTYWO	DD None	· · ·			
	Buyer Notary Date is a	required field.		\mathbf{h}			
Buyer Notary	Date: 🛛 🔸			1			
Add a Buyer							
Kev							
TINGT.	o Buyers listed on the Title	Application will be printed	on the title.				
🛹 = The first tw		Select flag to navigate to	Customer Profile.				
 The first tw The Custor 	ner Profile contains errors.	0 0					
✓ = The first tw ■ = The Custor	ner Profile contains errors.	5 5					
✓ = The first tw ■ = The Custor	ner Profile contains errors.						

- 2. Clicking the red flag icon will open the Customer's Information section for you to add any missing information and edit any wrong/updated information.
 - a. You may also scan their Driver's License at this point.
 - b. Click 2 save when all information is entered and correct.
 - Without clicking Save, KAVIS will not retain any changed information.

# Information Ve	hicle Information	Seller Information	Buyer Information	Lien Information	Registration Pu	rchase Information	Fin
RTYWOOD, NORM/ it #:001560623 e Change	AN						
ersonal Information							
Birth Date	Birth Date is requi	red.	Phone		Identification		
County of Residence	BOONE	*	Home:		Passport	t	
Preferred Name			Mobile:		Visa]
-	Gender is required.		Work:		Driver's License	Select State	1
Gender	Unspecified V	*			SSN		1
Citizenship	Select One	ed. 💙 *			Green Card	f:	า์ เ
E-Mail					ITIN	4:	Ĵ.
Address	Mailing address dif	ferent? No OYe	8				
Address Is Physical	Mailing address dif	ferent? ®No OYe	5				
Address Is Physical Address 1: 333 Mahe	Mailing address dif	ferent? ®No CYe	*				
Address is Physical Address 1: 333 Mahe Address 2:	Mailing address dif r Rđ	ferent? ®No OYe	*				
Address Is Physical Address 1: [333 Mahe Address 2: [City: [WALTON]	Mailing address dif	ferent? No Oye	*				
Address Physical Address 1: 333 Mahe Address 2: City: WALTON State: Kentucky	Mailing address dif r Rd	ferent? •No Ore	*				
Address	Mailing address dif r Rd	ferent? ●No Ore	*				
Address It Physical Address 1: 333 Mahe Address 2: City: WALTON State: Kentucky County: BOONE Attn:	Mailing address dif r Rd V *	ferent? No Ye	*				
Address I: 333 Maha Address 1: 333 Maha Address 2: City: WALTON City: WALTON States, Centucky Counce, GOONE Attra: City: Address Councer Attra: City: Councer Attra: City: Councer Attra: City: Councer Attra: City: Cit	Mailing address dif r Rd	ferent? •No Cyce	*				
Address Is Physical Address 1: [333 Mahe Address 2: [City: [WALTON State: [Reintucky County: [BCONE Attra: [City] Attra: [City] Attra: [City] Address 2: [City] Attra: [City] Attra: [City] Address 2: [City] Attra: [City] Attra: [City] Address 3: [City] Attra: [City] Address 4: [City] Attra: [City] Attra: [City] Address 4: [City] Attra: [City] Address 5: [City] Attra: [City] Address 5: [City] Attra: [City] Address 5: [City] Address 4: [City] Attra: [City] Address 5: [City] Address 4: [City] Attra: [City] Address 5: [City] Address 5: [City] Attra: [City] Address 5: [City] Attra: [City] Address 5: [City] Attra: [City] Address 5: [City] Address 5: [City] Attra: [City] Address 5: [City] Address 5: [City] Attra: [City] Address 5: [City] Attra:	Mailing address dif	terent? •No (Ye	5 * * No /	Allas data.			
Address Is Physical Address 1: [333 Mahe Address 2: [253] City: [WALTON State: [Kentucky County: [BCONE Attr: [254]] Attr: [254] Attr: [254] Add Alias [254] Add Alias [254] (255] (25	Mailing address dif	terent? •No (Ye	5 * * No /	Alīas data.			

Requesting a State-Issued HIN

While creating a title application, you may request a new HIN from MVL. This new HIN will be created by KAVIS as soon as checkout of the application is complete (payment has been processed).

- MVL would like you to continue providing the required documentation for a new HIN request.
 - This should be scanned into PODD with the application documents.
 - 1. On the Vehicle Information step of any title application, if KAVIS has detected an invalid HIN, or if the boat is missing a HIN, there will be a checkbox to select and request a state-issued HIN.

1	2			5	6			8
Title Information	Vehicle Information	Seller Information	Buyer Information	Lien Information	Registration	Purchase Informa	tion I	Finalize
						Place On Hold	> Continue	
							Total Due:	\$18.00
Boat Details								
	County of Dockage:	FRANKLIN	• *		Vehicle ha	as a Situs Address		
	Year:	1988 *		Mak	e: SEARAY	*		
	Model:	S23BR) *	There is a pr	N: SERC2587	entered HIN. C88 *		
	Boat Type:	Open Motor Boat	• *	Hull Materia	Request S	tate-Issued HIN		
	Engine Drive:	Stern Drive	*	Propulsion	n: Propeller	*		

2. To quickly see the new HIN and Title Number, on the Checkout Page have your 'Navigate To:' dropdown menu set to 'Transaction Summary'.

() Cash	Check	Charge Card	Web	Advanced -	Τ	otal Amount Due: Balance Due: Change Due:	\$18.00 \$0.00 \$0.00
						Cash Payment	\$18.00 🔀
					Financial Receipt: No Receipt	2. Navig Transa	ate To: action Summary 💙 Cancel 🏾 🏹 Finish

- 3. The Transaction Summary will give you the new HIN and Title Numbers.
 - a. Clicking on the Title Number, KY#, or HIN will take you to the new Vehicle Summary Page.
 - b. Click 'Home' to return to the Home Page and start your next transaction.

Transaction ID	033283090	Transaction Date:	04/22/2019							
Receipt Number	LPJ190422080535	Date Paid:	04/22/2019							
🔻 BIEDENHA	RN, ROBERT									
Customer ID	001599878				2					
(Items: 4) (V	ehicles: 1)				a.					
Item Des	cription					X	Qty	Price	Amount	_
KAVIS 199	0 SEARAY 2200		Title #:	191120375002	KY #: KY040550	C HIN: KYZ03579C919				
	KYTC State Registration Fee						1	3.00	\$3.00	
	Clerk Registration Fee						1	6.00	\$6.00	
	Clerk Title Fee						1	6.00	\$6.00	
	State Title Fee						1	3.00	\$3.00	
						Customer Total:			\$18.00	
						Sub Total:			\$18.00	
						Total:			\$18.00	
										_
						Cash Payment:			\$18.00	

4. From the new Vehicle Summary Page, the Vehicle Information section will also include the new HIN.

✓ Vehicle Information				
Year: 1990	Maker	SEARAY a.	Upo	late
KY Number: KY040	5SC HIN:	KYZ03579C919		

Issuing a New Title

To start a new title application for boats that do not currently have a Kentucky title, you must start on either the Home Page or from the Customer's Account Pate.

Starting from the Home Page:

1. Click on the **A** Title New Vehicle tile.



2. Choose from the options in the Title Action dropdown menu.

1	2		0	6	6	7	-3
Title Information	Vehicle Information	Seller Information	Buyer Information	Lien Information	Registration	Additional Information	Finalize
Title Action						Total I	Due: \$0.00
Т	itle Action: Select One. Dealer Assig Certificate of Out-of-state Other 1st Salvage De	nment Origin Transfer	- 2.				
S Cancel Title A	Application Salvage - Ce	t of State Transfer rtificate of Origin					

3. Refer to the following sections of this manual for further guidance on each specific type of application and how to start each from a Customer Account Page.

Certificate of Origin

This is for new boats that have been purchased by a Kentucky resident or Organization from a Kentucky dealer, an out-of-state dealer, or another retail store.

- 1. From a Customer Account Page, click on the New Title button.
 - a. KAVIS will save this Customer's information as a Buyer in the application.

RBY, MATTHEW st #:001636034	Edit View	Action	Center
Stephenson Mill Rd	Financial History	\$	Ad Valorem taxes are past due for 2000 ESCAPE 234.
LION, KI 41094		®	2000 ESCAPE 234 is Ready for Registration Renewal.
/ehicles			
Boats (1)	Renew All (1) Renew Selected (0)		1. New Title Switch to List Vie
€ \$ ®	м		
2000 ESCAPE 234	KY0322FL		
Title#: 041770080076	Active - Title Issued		
Transfer	Reg: Expired		
Mana	rie – Title – View		

- 2. Choose 'Certificate of Origin' from the Title Action dropdown.
 - a. Choose one of the Dealer Types and click \rightarrow Continue.
 - b. **Cancel Title Application** at any point of this process will delete all progress on the application.

1	2		•	5	<u> </u>	7	-3
Title Information	Vehicle Information	Seller Information	Buyer Information	Lien Information	Registration	Additional Information	Finalize
Title Action						Total Du	e: \$9.00
	Multi-Transfer: No Title Action: Certificate	res 2.					
a.—	Dealer Type: O Kentuc	ky Dealer/Manufacturer	Out of State Dealer/Manu	facturer O Other, Not a Ke	entucky Dealer *		
	b.						
⊗ Cancel Title A	Application						

3. If you chose the wrong Title Action, you can return to this step and choose a different Title Action after you select CReset, but you will lose all data that was entered up to that point on other steps.

1 itle Information	2 Vehicle Information	3 Seller Information	4 Buyer Information	5 Lien Information	6 Registration	Additional Information	
						> Continu	e
						Total Due:	\$9.0
Title Action							
	Multi-Transfer: No	Yes					
	Title Action: Certificate	of Origin 🔽 🖌	•				
	Dealer Type:	ky Dealer/Manufacturer	Out of State Dealer/Manu	facturer 🔘 Other, Not a Ke	entucky Dealer \star		
		C Reset					
	3.						
	Application						

- 4. Enter the Boat Details and click either of the Continue buttons.
 - a. If the boat does not have a HIN, or has an invalid HIN, you can request a State-Issued HIN and KAVIS will create it after checking out/finalizing the application.
 - b. The Occupant Capacity or the Weight Capacity is required. You do not have to enter a value in both fields.
 - c. Up to 4 motors can be added by clicking Add Motor .

le Information	Vehicle Information	Seller Information	Buyer Information	Lien Information	Registration	Additional Information	Finalize
							Total Due: \$9.0
oat Details							
	County of Dockage:	Select One	∨ *		E	Vehicle has a Si	tus Address
	Year:				Length Ft	*	
	Make:		*		Length In:	*	
	Model:		*		Beam Ft	*	
	a. HIN:		*		Beam In:	*	
	Part Trees	Request State-Issue	d HIN		Occupant Capacity	*0	> b.
	Boat Type:	Select One	✓ *		Weight Capacity	*6	
	Engine Drive:	Select One			Number of Toilets	*	
	Propulsion:	Select One	 ✓ ✓ ✓ 		Toilet Type: Primary Use	Select One	× .
					Brand	Hail Damaged	
Motor(s)							•
							C. + Add Mor
							> Continue

5. Click Add Seller

Iller Information E	Buyer Information	Lien Information	Registration	Additional Informati	Continue Total Due: \$9.
					Total Due: \$9.
					Total Due: \$9.

6. If you have chosen that the Seller is a KY Dealer or Manufacturer on the Title Information step, enter the Dealer's info and click Q search (otherwise skip to #8).

1 Title Information	2 Vehicle Information	3 Seller Information	4 Buyer Information	5 Lien Information	6 Registration	7 Additional Information	Finalize
		Searc	ch By: Dealer	V			
Dealer: Dealer Number: FEIN:			6 .				
						Ø Cancel 🔀 R	es Q Search

- 7. Select your Dealer from the list of results.
 - a. If you don't see your Dealer, you can search again by clicking Q Display Search Criteria.

1 Title Information	2 Vehicle Informa	tion Seller Information	4 Buyer Information	5 Lien Information	6 n Registration	Additional Information	Finalize
Customer ID	FEIN/SSN	Dealer Name	De	aler Number	Physi	cal Address	
001317986	392050250	GILES HOUSEBOATS	KY1659D		10404 PERWINKLE COURT, LOUISVILLE, KY, 40291		Select
001315090	611380586	GRM HOUSEBOAT SALE	KY1175D		2892 LONE VALLEY, CAMPBELLSVILLE, KY, 4271	8	Select
001314982	205429714	Houseboat Aluminum Products	KY1553D		1223 Jackson Hollow Rd, Burkesville, KY, 42717		Select

8. If you selected 'Out of State Dealer/Manufacturer' or 'Other, not a KY Dealer' on the Title Information step, enter their information and click **Add**.

0	2	Sallar Information		5	6	7	
Information	Vehicle Information	seller mormation	Buyer Information	Lien Information	Registration	Additional Information Place On Hold	tinue
Sollar Informati	-					Total I)ue: \$9.
Seler mormat							
Seller N	Name:		*	Seller Address			
E-Mail Add	dress:			Address 1:		*	
Phone Nu	mber:			Address 2.			
				City:		*	
				Select S	state 🗸 \star	*	
				state: Colour c			
				Attn:			
						Ø Cano	el 👤 Ac
						_	
⊗ Cancel Title A	pplication						

- 9. Enter the Seller Notary Date if you have it and click Continue.
 - a. If you selected an 'Out of State Dealer' or 'Other, not a KY Dealer', and need to correct the entered information you can click **correct** information.
 - b. If you have chosen the wrong Dealer, you can click \times Remove and search again.

0		3			6		
le Information	Vehicle Information	Seller Information	Buyer Information	Lien Information	Registration	Additional Information	Finalize
						Place On Hc 1 > C	Continue
Seller Information	1					Tota	al Due: \$9.0
 Bob's Boat 	5						
Seller N	lame: Bob's Boats						
E	Email:						
P	hone:						
Ade	dress: 123 Main Stre Simpsonville,	eet , CO 46512				🖸 Edit	× Remove
Sel	ler Notary Date:).			a.	b.
Q Q 1 TH- 4							
S Cancer Title App	lication						

- 10. There are a few things to check on the Buyer Information Page before clicking > Continue.
 - a. An ownership connector (and/or) is required when there are two or more Buyers.
 - b. The **Pay All** button will appear if a buyer has any ad valorem delinquencies, allowing you to pay them either with this title application or in a separate transaction.
 - This is only necessary for Buyers who are Individuals or Organizations, Dealers are not required to pay delinquent ad val on their other vehicles.
 - See the section titled 'Paying Delinquent Taxes with a Title Application' in the Boat Registration and Ad Valorem Manual for more information.
 - c. By clicking^O, you can remove the specific Buyer.
 - d. appears next to a customer if their customer account contains errors
 - $\circ\;$ You cannot continue without clicking on the icon and editing the necessary fields.
 - e. You may call your local PVA and they can quickly resolve the PVA issues that are needed to continue this application.
 - Click Check PVA to refresh and check if the issues have been resolved and to see if they have created any new delinquencies that need to be paid.
 - f. Enter the required Buyer Notary Date.
 - g. You may add additional buyers (only the first 2 will be printed on the title)
 - h. You may switch the positions of the owners by clicking ¹.
 - i. You can place the Title Application on hold (and KAVIS will save the information to the Customer Account Page(s) for 60 days).



- 11. Once all of the information is correct, click > Continue.
 - a. Notice the ^{\$ Edit Pay All} button, if you need to change the delinquency payment, here it would change it to 'pay now' instead of 'pay with application'.
 - b. As fees are added and Ad Valorem is chosen to be paid with the application, the Total Due will be updated so you can keep the Customer updated on the amount owed.
 - For more information on paying taxes with an application, see the '<u>Paying</u> <u>Delinquent Taxes with a Title Application</u>'.

Pay All customer 6034 MATTHEW	r Name De	linquency				Total Due: \$415 b.
vay All Customer 6034 MATTHEW	r Name De	linquency				b ^r .
tomer ID Customer 6034 MATTHEW	er Name De	linquency				
	V KIRBY Pi	aving w/A	0			
1502 OR MELIS	SSA M GOTTMANN P	aying w/A	ŏ			
19 *						
on the Title Application wi	ill be printed on the title.					
эп	the Title Application w	the Title Application will be printed on the title.	the Title Application will be printed on the title.	the Title Application will be printed on the title.	the Title Application will be printed on the title.	the Title Application will be printed on the title.

12. Click Add Lien if you have one to enter.

a. If you do not have a lien to enter, click > Continue and skip to step 17.

1 Title Information	2 Vahiela Information	3 Sollar Information	4 Russel Information	5	G	Additional Information	Einelize
The mormation	vence momaton	Seller mormation	buyer mormation		Registration	Place On Hold > Con	Intinue
Lion Information						Tot	al Due: \$415.26
Primary Owner	County of Residence: E	BOONE					
Add Lien	2.						
⊗ Cancel Title Applic	cation						

- 13. If there is a lien, choose from either Pending or Filed from the Lien Status dropdown menu, enter the necessary information and click **2** Add.
 - a. If your County is the Primary Owner's County of Residence, you will be able to file a lien, otherwise, Pending will be your only option.
 - b. The checkboxes give you the choice of fees to charge.

0	2		4				-3
Title Information	Vehicle Information	Seller Information	Buyer Information	Lien Information	Registration	Additional Information	Finalize
						Place On Hold > Contin	hue
						Total D	ue: \$415
ien Information							
Primary Owner (County of Residence:	BOONF					
	Lien: 1	a.					
Lier	Status: Filed	*					
Da	te Filed:	*		County F	iled: BOONE	*	
Lienholde	er Name:		*	Lien File Num	nber:	*	
A	Address:		*		City:	*	
	State: Kentucky	✓ ★			Zip:	*	
Cor	mments:				Do no	ot charge Lien Filling Fee	
				b	Char	ge Late Lien Filing Fee (\$2.00)	
						Lien Filing Fee: \$22.00	
						Ø c:	anc (💵
Cancel Title Applica	ition						

14. Click the hext to the bank name to view the information entered.

- a. You may edit or remove the lien.
- b. You can add up to 2 liens per title.
 - The order of the liens is important, as the lien with the earliest filed date is printed in first position on the title.
- c. Click > Continue when you have added all liens to the title.

1 Title Information	2 Vehicle Information	3 Seller Information E	4 Buyer Information	Lien Infor	mation	G	Additional Information	8 Finalize
ien Information							Total	Due: \$43
Primary Owner Co	ounty of Residence: B	OONE						
 1st bank 		Lien File Number: 65	4123	Date Files	1: 06/05/2019		Filing Fee: \$22.00	
Lien Status: Filed		Lien File #: 654123	Date Filed:	06/05/2019	County Filed:	BOONE	Lien Expires	: 06/05/2029
Address: 123 N Comments:	lain Street	City: Simpsonville	e State:	KY	Zip: ·	40067	🕑 Edit	× Remove
, "h						Total Lien I	Filing Fee Due: \$22.00	a.
Add Lien	•							
Cancel Title Applicat	tion							

15. If the customer is including registration, click Add Registration, otherwise click Continue and continue with step 18.

The information v	obiclo Information	Sollar Information	Buwar Information	Lion Information	Registration	Additional Informat	ion E	inaliza
	encie mornation	Seler mornauon	buyer mormaton	Lief montation		Place On Hold	> Continue	manze
							Total Due:	\$437
Registration	15						lotal Due:	\$437
Registration	15							

16. Click **Add** to include the registration.

1 Title Information	2 Vehicle Information	3 Seller Information	4 Buyer Information	Lien Information	6 Registration	Additional Information Place On Hold Con	8 Finalize
Registration						Total I	Due: \$437.26
Registr	ration Type: First time		Registration Le	ngth: Short-Term		Expiration Date: 04/30/202	20
	F&W State Registrat	ion Fee \$17.50					
	RYIC State Registrat	ion Fee \$3.00					
	Clerk Registrat	ion Fee \$6.00					
	Total Registratio	on Fees \$27.50					
						0	Cancel 👤 Add

17. You can also go back to this step and remove the registation if needed.

1 Title Information	2 Vehicle Information	3 Seller Information	4 Buyer Information	5 Lien Information	6 Registration	Additional Information	8 Finalize
Registration						Total D	ue: \$464.76
Registration Ty	pe: First time	Expiration Dat	e: 04/30/2020				
F&W Stat	e Registration Fee	\$17.50					
KYTC Stat	e Registration Fee	\$3.00					
	Boat Safety Fee	\$1.00					
Cler	k Registration Fee	\$6.00					
Tota	l Registration Fees	\$27.50					
						<u> </u>	Remove
Cancel Title Application	n						

- 18. On the Additional Information Page, you may request Extra Review from MVL (please include any useful comments).
 - a. A Date of Purchase and Purchase Price are required.
 - b. If a Motor Price was added on the Vehicle Information step, it will be added to the Purchase Price to give you the Total Purchase Price.
 - c. If there is a Trade-In, click Add Trade-In, enter the Trade-In Value and ID# (HIN or other identifier).
 - \circ That amount will automatically be subtracted from the Total Purchase Price.

1 Title Information	2 Vehicle Information	3 Seller Information	4 Buyer Information	5 Lien Information	Registration	7 Additional Information	Finalize
						Place On Hold > Cont	inue
Additional Informat	ion	_		, C.		Total D	ue: \$524.76
Dat	e of Purchase:	a.		• Add Trade-In			
Total P	Motor(s) Price: \$200.00	b .	19.	Vehicle Type 🏨	Trade-In Value	It Identification #	t It
Use Ta	ax Description: Select O Use Tax	ne Previously Paid to DOR	*	Boat	0.00) *	× Delete
Do you need Extra Re	eview by MVL? Non-Pro nents for MVL: Not Sale	fit/Gov Agency Exemptio tate Credit	n				
18.							
					ι	Jse Tax Amount: \$60.00	
S Cancel Title Applic	cation						

- 19. The Use Tax Description has several options depending on the Dealer Type chosen in the first Title Information step (step 3 above), the options above are available if you chose an out of state dealer.
 - a. These are the Use Tax Description options if you chose KY Dealer.



- 20. Review the Finalize Title Application Page. If anything is red, click on either the bubble at the top or the warning itself to be taken to the page that needs attention.
 - a. You will not be able to move to the shopping cart if all necessary info is not entered
 - b. When all necessary data is entered, click Add To Cart and check out as normal.

*Reminder: you can place the Title Application on hold (and KAVIS will save the information to the Customer Account Page for 60 days) if you are not able to finalize it at the moment.

Information Vehicle Info	ormation	Seller Information	Buyer Information	Lien Information	Registration	Additional Information	Finalize
						Place On I	loid
Einstize Title Application						Total Due	\$524.7
1 Title Action Cortif	liaste of O	riain					
1. Hitle Action - Certin	ncate of O	ngin					
2. Vehicle Information	1	Complete Comple	le l	_			
		Cikequired Fields Comple	le and				
		County of Dockage Com	nlete				
		Motor(s) Information Con	nolete				
3 Seller Information	-						
S. Seller Internation		Seller Information Comp	ete				
4. Buyer Information							
Ownership Connector : 0	DR I	Cownership Connector Co	omplete				
		Notary Date Complete					
Buyer 1 KIRBY, MA	ATTHEW	Required Fields Complet	e				
		Master Record Check Co	omplete				
		No Delinquent Taxes					
		Ad Valorem Checks Con	nplete				
Buyer 2 GOTTMANN, ME	LISSA M	Required Fields Complet	e				
		Master Record Check Co	omplete				
		No Delinquent Taxes					
		CAd Valorem Checks Con	nplete				
5. Lien Information							
Lien 1 1	st Bank File	d					
		CLien Information Compl	ete				
6. Registration		_					
		Registration Complete					
7. Additional Informat	ion						
		Additional Information Co	ompiete			21	
						~	
					_		

- 21. Click **Print Preview** and you can print the new title application already filled out with information that you entered during the application process.
 - a. This is not required, just a convenience.

nation Vahirle Informati	con Colley Int	iormation Dever 1	Information I in	information.	Desistration	0.65E(0.03)	Information
		onialon beyen			r tegeta anter		Place On Hole
Print Preview							Total Due: \$5
							70.00
-		Kent	ucky Transporta	tion Cabine	et		Res 5/7
		Divisio	on of Motor Veh	icle Licensi	ing		Page 1
						and the second sec	
	Motor E	Boat Transaction	Record/Applicati	on for Regis	tration and/or	Title	
KRS 186A.990 states: Any pe	Motor E rson who knowingly enter	Boat Transaction	Record/Application	on for Regis	tration and/or subject to the penalties	Title	d degree: KRS 235.990 st
KRS 185A.990 states: Any pe Any person who violates any o	Motor E rson who knowingly enter I the provisions of this ch	Boat Transaction ins or attests to the entry of fail topter or administrative regula	Record/Application lise or erroneous information of ations adopted under this chap	on for Regis pen this form will be oter shall be fined no	tration and/or subject to the penalties it less than fifty dollars ()	Title of forgery in the secon \$50) nor more than two	d degree: KRS 235.990 st hundred dollars (\$200).
KRS 186A.990 states: Any pe Any person who violates any o Check the type of appli	Motor E rson who knowingly enter I the provisions of this ch cation desired:	Boat Transaction I ris or attests to the entry of fai apper or administrative regula Duplicate Update	Record/Applications adopted under this characteristic of the construction of the const	on for Regis pen this form will be ster shall be fined no but-of-State Tra	tration and/or subject to the penalties it less than fifty dollars () nsfor I First Tim	Title of forgery in the secon \$50) nor more than two te Salvage	d degree; KRS 235.990 st hundred dollars (\$200).] Rebuilt [] Title Or
KRS 186A.999 states: Any per Any person who violates any o Check the type of appli If Duplicate is checked,	Motor E rson who knowingly enter f the provisions of this ch cation desired:	Boat Transaction I rs or attests to the entry of fai apper or administrative regula Duplicate Update icate of Title is: Los	Record/Applicati ise or erroneous information or tions adopted under this chap KY Transfer C St Destroyed C	on for Regis pon this form will be ther shall be fined no but-of-State Tra Damaged	tration and/or subject to the penalties it less than fifty dollars () insfer 图 First Tim Illegible Othe	Title of forgery in the secon (\$50) nor more than two ie Salvage	nd degree: KRS 235.990 en hundred dollars (\$200).] Rebuilt 🗌 Title Or
KRS 186A.999 states: Any per Any person who violates any o Check the type of appli If Duplicate is checked,	Motor E rson who knowingly enter f the provisions of this ch cation desired: the original Certifi PLEASE NO	Boat Transaction I re or effects to the entry of tai napter or administrative regula Duplicate Update icate of Title is: Los TE: THE ORIGINAL	Record/Applications are or erroneous information of allows adopted under this chan KY Transfer C C at Destroyed C OF THIS FORM MUS	on for Regis pen this form will be ther shall be fined no but-of-State Tra Damaged T BE COMPLE	tration and/or subject to the penalties it less than fifty dollars (insfer Prinst Tim Illegible Othe TED IN BLUE OR	r Title of forgery in the secon ISO) nor more than two be Salvage tr BLACK INK.	d degree: KRS 235.990 at hundred datars (\$200).] Rebuilt [] Title Or
KRS 1864.900 states: Any pe Any person who violates any o Check the type of appli If Duplicate is checked, Section 1: VESSEL	Motor E reconsider the provisions of this ch cation desired: the original Certifi PLEASE NO IDENTIFICATION	Boat Transaction I re or attests to the entry of the tapter or administrative regula Duplicate Update icate of Title is: Lo: TE: THE ORIGINAL ON SECTION (See	Record/Applications of the second sec	on for Regis pon this form will be ther shall be fined no hut-of-State Tra Damaged T BE COMPLE field values)	tration and/or subject to the penalties it less than fifty dollars () risfer P First Tim Illegible Othe TED IN BLUE OR	Title of forgery in the secon 550 nor more than two the Salvage of BLACK INK.	d dagree: KRS 235.990 et hundred datars (\$200).] Rebuilt 🔲 Title Or
KRS 1864.990 states: Any po Any person who violates any o Check the type of appli If Duplicate is checked, Section 1: VESSEL	Motor E rear the knowingly enter the provisions of this ch cation desired: the original Certifi PLEASE NO IDENTIFICATIO KY	Boat Transaction I rs or attests to the entry of lain meter or administrative regular Duplicate Update icate of Title is: Loo TE: THE ORIGINAL ON SECTION (See	Record/Applicati ise or erroneous information or ticens adopted under his and KY Transfer C C st Destroyed D OF THIS FORM MUS Reference Page for	on for Regis pen this form will be der shall be fined no hut-of-State Tra Damaged T BE COMPLE field values)	tration and/or subject to the penalities it less than fifty dollars () nsfor E First Tim Illegible Othe TED IN BLUE OR	r Title of torgery in the secon (\$50) nor more than two we Salvage S of BLACK INK.	d degree: KRS 225.999 at hundred datars (\$200). Rebuilt Title Or Boat
KIIS 1864-999 states: Any pa Any person who violates any o Check the type of appli If Duplicate is checked, Section 1: VESSEL Previous Title Number	Motor E rison who knowingly enter the provisions of this ch- cation desired: PLEASE NO IDENTIFICATIO RY State	Boat Transaction rs or attests to the entry of the inter or administrative regula Duplicate Update icate of Title is: Loo TE: THE ORIGINAL ON SECTION (See KY #	Record/Applicati is or erroneous information e itions adopted under this day in KY Transfer C C st Destroyed D OF THIS FORM MUS Reference Page for Hull Identificat	on for Regis pen this form will be ther shall be fined no hut-of-State Tra Damaged T BE COMPLE field values)	tration and/or subject to the poralise (ites than filly dollars (i nsfer E) First Tim Illegible C Othe TED IN BLUE OR 1987 Year	r Title of kropery in the secon 550) nor more than two e Salvage [f BLACK INK. Honds Make	id degree: KRS 235.990 et i hundred dellars (5200).] Rebuilt [] Title Or Boat Model
KRS 1864.969 states: Any pe Any person who violates any o Check the type of appli If Duplicate is checked, Section 1: VESSEL Previous Title Number Pleasure	Motor E rison who knowingly enter the provisions of this ch cation desired: PLEASE NO IDENTIFICATIO RY State Addition	Boat Transaction II rs or attests to the entry of list and entry of list Duplicate Update cate of Title is: Loo TE: THE ORIGINAL I DON SECTION (See KY #	Record/Applicati is or eroneous information (itom adopted values this dns Characteristic transfer Characteristic AVT Transfer Characteristic St Destroyed Characteristic OF THIS FORM MUS Reference Page for Huil Identificat Wooden	on for Regis pen this form will be der shall be fined no tul-of-State Tra Damaged T BE COMPLE field values) ion (HIN) Cutb	tration and/or subject to the penalities these than fifty dollars (insfer E) First Tim Illegible C Othe TED IN BLUE OR 1987 Year coard	r Title of torgery in the secon 550) nor more than two be Salvage [r BLACK INK. Honds Make Water Jet	el degres: KRS 235.990 et hundred delars (\$200).] Rebuilt 🗋 Title Or Boat Model BOCNE
RRS 1864,590 states: Any on Any person who violates any o Check the type of applii If Duplicate is checked, Section 1: VESSEL Previous Title Number Picasure Primary Operation (Boat U	Motor E rson who knowingly enter the provision of this ch cation desired: the original Certifi PLEASE NO . IDENTIFICATIO 	Boat Transaction I rs or attests to the entry of tell ters or attests to the entry of tell Duplicate Update Cate of Title is: Update CATE: THE ORIGINAL ON SECTION (See KY # I: boat seel Type	Record/Applicati as or emonous information i does adopted while this day WY Transfer [] C at] Destroyed] OF THIS FORM MUS Reference Page for Hull Identifical <u>Wooden</u> HULL Material	on for Regis on this tern will be ther shall be find no ult-of-State Tra Damaged T BE COMPLE field values) ion (HIN) Cutb Engine D	tration and/ou subject to the peralles itse than firly dollars (insfer E First Tim Illegible Othe TED IN BLUE OR <u>1987</u> Year card tive	r Title of torgery in the secon Sol nor more than two ie Salvage If BLACK INK. <u>Honda</u> Make <u>Water Jet</u> Propulsion	d degree: KRS 235.990 et hundred delars (\$200).] Rebuilt [] Title Or Boat Model <u>BOONE</u> County of Docka
RB 1984.999 states: Any on Any perion who violates any or Check the type of applie If Duplicate is checked. Section 1: VESSEL Previous Title Number Planary Operation (Boat U Dises)	Motor E rise who knowingly ante rise who knowingly ante cation desired: the original Certifi PLEASE NO LIDENTIFICATIO RY State RY State Ne Stat	Boat Transaction I rs or attests to the entry of fail or admissible model Duplicate Update coate of Title is: U Los TE: THE ORIGINAL ON SECTION (See KY # See Type 15, 1	Record/Applicati as or eroneous information itom adopted voider this dna WY Transfer C C st Destroyed C OF THIS FORM MUS Reference Page for Hull Identificat Nooden HULL Material 254	on for Regis pen this form will be the that be finde no tul-of-State Tra Damaged T BE COMPLE field values) ion (HIN) Cutb Engine D	tration and/or subject in the ponalised inster (2) First Tim Illegible (2) Othe TED IN BLUE OF 1987 Year oard tive	rTitle of torgry in the second Sol nor more than two is a local solution of the second is a local solution of the second is a local solution of the second is a local solution of the second Make Mater Jet Propulsion	d degres; KRS 235.590 st hundred dalars (\$20),] Rebuilt [] Title Or Boat Model BOONE County of Docka
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RIB 1964.900 assess: Any po Any perion who videos are Check the type of appli II Duplicate is checked, Section 1: VESSEL Previous Tite Number Previous Tite Number Previous Tite Number Previous Tite Number Previous Tite Number Previous Tite Number Section 2: VESSEL	Motor E results location desind: the provisions of this ch cation desind: the original Certifi PLEASE NO IDENTIFICATIO XX State Xi State Xi State Xi (lect.inches) ENGINE/MOTO	Boat Transaction II reader or administrative regular Duplicate Duplicate Update cate of Title is: Lo CON SECTION (See KY # Is: boat see Type 15, 1 Beam (feet, inches) DR	Record/Applicati lice or encodes vitematers is lice or encodes vitematers KY Transfer C st Destroyed OF THIS FORM MUS Reference Page for Hull Identificat Wooden HULL Material 254 Capacity	on for Regis pan this form will be trended be finad no tut-of-State Tra Damaged T BE COMPLE field values) ion (HIN) Outb Engine D or Weight (tration and/or relet to the pondiler rises than thy doters (noter C) First Tim Illegible C Off TED IN BLUE OF 1987 Year Oard tive Capacity	Title of longery in the ascence stoll nor more than two te of stoll nor more than two te of stoll that the stole of the st	ni diopose KIRS 252.6989 at Inundred datlars (200). Rebuilt Titlle Or Boost Model Bocost County of Docka Toolet Type
RIB 1984.990 essees Any on Any person who violates any on Any person who violates any of Check the types of appli- If Duplicate is checked, Section 1: VESSEL Previous Title Number Pirawarue Primary Operation (Boal U Dinary) Fuel Length Section 2: VESSEL	Motor E renet to konjenty eter the provisions of this ch cation desined : the original Certifi PLEASE NO IDENTIFICATIC <u>KY</u> State <u>13, 2</u> (feet, inches) ENGINEMOTO 2000	Boat Transaction : transaction and the set of a final paper or administration regular Duplicate □ Update Update of Title is: □ Lo TE: THE ORIGINAL (DN SECTION (See	Record/Applicative also e revealed under his cha KY TransferO KY TransferO OF THIS FORM MUS Reference Page for Hull Mentiloa Wooden HULL Material 234 Capacity 221255	on for Regis pan this form will be tree shall be fined no uut-of-State Tra Damaged T BE COMPLE field values) ion (HIN) Cut-b Engine D or Weight (tration and/or indirect is the provider insider (S) First Tim likegible C) Other TED IN BLUE OR 1987 Year card capacity 1985	Title of longry in the accord S00] nor more than beo escalar and the accord for BLACK INK. Honda Make Nate: Sot Propulsion 0 # of Toilets	d deprec KR5 235 999 at hundred dalan (200).] Rebuilt Title Or Boat Model County of Docka Toilet Type
KHS 1964.900 assess: Any po Any period who videout any Check the type of appli If Duplicate is checked. Section 1: VESSEL Previous Title Number Pleavaure Pleavaure Primary Operator (boot U Dices) Fuel Lengt Section 2: VESSEL Moods Moder	Motor E renovative intermeter renovatinter renovatinter <td>Boat Transaction I transaction are instantiate work of the transfer of antibientiate work of the case of Title is: □ Lot DN SECTION (See r hoat see Type r hoat Beam (bet, inches) DR 2 Hose Power</td> <td>Record/Application acrements/termeters acrements/termeters it // Transfer _ C at _ Destroyed _ Or THIS FORM MUS Reference Page for Hull idention Hull Material 284 321456 Motor Seriel #</td> <td>on for Regis point this form will be what be finded no uti-of-State Tra Damaged T BE COMPLE field values) ion (HIN) Cutbo Engine D or Weight I</td> <td>tration and/or reliefs to the positive ties than thy doten () nsfer E) First Tim Illegible C Oth TED IN BLUE OR 1987 Year coard the Capacity 1985 Year Purchased</td> <td>Title dibagny in the ascono 500 nor more than two or all salvage of the the BLACK INK. <u>Norda</u> <u>Make</u> <u>Nater Jet</u> Propulsion o # of Toilets</td> <td>d depres KR5 235.000 el hundred delles (200). Rebuilt Title Or Boat Model Bocst County of Docka Tollet Type 5200.00 e Anount</td>	Boat Transaction I transaction are instantiate work of the transfer of antibientiate work of the case of Title is: □ Lot DN SECTION (See r hoat see Type r hoat Beam (bet, inches) DR 2 Hose Power	Record/Application acrements/termeters acrements/termeters it // Transfer _ C at _ Destroyed _ Or THIS FORM MUS Reference Page for Hull idention Hull Material 284 321456 Motor Seriel #	on for Regis point this form will be what be finded no uti-of-State Tra Damaged T BE COMPLE field values) ion (HIN) Cutbo Engine D or Weight I	tration and/or reliefs to the positive ties than thy doten () nsfer E) First Tim Illegible C Oth TED IN BLUE OR 1987 Year coard the Capacity 1985 Year Purchased	Title dibagny in the ascono 500 nor more than two or all salvage of the the BLACK INK. <u>Norda</u> <u>Make</u> <u>Nater Jet</u> Propulsion o # of Toilets	d depres KR5 235.000 el hundred delles (200). Rebuilt Title Or Boat Model Bocst County of Docka Tollet Type 5200.00 e Anount
Ref version who values a ray of Any series who values are or Ohnek the type of appli- it Duplicate is checked. Section 1: VESSEL Previous Title Number Prans Operation (Board Diseas) Fired Lengt Section 2: VESSEL Notes 1 Make	Motor E rom who knowledge mite the providence of the ch catilion desireds : PLEASE NO I.IDENTIFICATUR XX State XX State (Jose) Ver I.J. 2 ENGINE/MOTO 1960 Year	Boat Transaction 1 or a drate to be developed in a or a drate to be developed in a construction of the second of the second the original of the second of the second KY # r boat set Type 15, 1 Beam Gest, inches) DR 2 Horse Power	Record/Applicative is or enroved under so and is or enroved under so and it or enroved under so and it Destroyed D of THIS FORM MUS Reference Page for Hull Meterificat Nociden HULL Material 221456 Motor Serial #	on for Regis on this term will be the mail be fined in tut-of-State Tra Damaged T BE COMPLE field values) ion (HIN) <u>Cut-b</u> Engine D or Weight i	Insider to the provides ties than they dollar () notice [] First Time [] Illigible [] Othe TED IN BLUE OF [] 1987 Year Capacity [] 1985 Year Purchased	Title of longary in the ascondision of longary in the ascond	d depres KR5 235 996 et hundred dates (200).] Rebuilt Title Or Boats Model Boctet County of Docks Toilet Type 6200.00 e Amount

22. At the bottom of the print preview page, you can even and Add To Cart

has nor will be applied for	or by seller within 30 day	rs of this application.	Noroome	DOVE IS NOT SUBJECT to a	in unternimated lien and tha	it no ioan in conne	coon with this motorooat
First Lienholder		Lien	County:	Second Lienholder			Lien County:
123 Main Street				8 dd			
Address Simpsonville	KY			Address			
City	State	Phone #		City	State	Phone	#
Section 5: VESS	ELTRANSFERO	R/SELLER SEC	TION	VESSEL TRA	NSFEREE/OWNER/	BUYER SEC	TION
				MATTHEW			
Bob's Boats Name of Trapeforor/Sell	ar		Dealer Number	KIRBY Name of Transferen	Owner/Buser		DL/SSN/EED ID#
Nume of Transferon den			Douisi Humosi	Hume of Humplerey	Canterbayer		000011100104
				BUYER JOINT C	WNERSHIP: MOR	AND	incatures)
				MELISSA M	bx is checked, the transfer t	shall require both s	agnatures.)
Name of Connect Trends				GOTTMANN			DI JOONUEED IDA
Name of Second Transi	eror/Seller			Name or Second Tr	ansieree/Owner/Buyer		DUSSN/FED ID#
123 Main Street				630 Stephenso	n Mill Rd		
Mailing Address				Mailing Address			
Home Address (if differe	ant from above)			Home Address (if di	fferent from above)		
Simpsonville		co	46512	WALTON	BOONE	KX	41094-7805
City	County	State	Zip	City	County	State	Zip
Email address		Phone # ((with area ondo)	US Citizonship of Roma	n Applicant	M	5/11/1980
Linai auuress		Filone # ((with area code)	Gluzenship of Frina	y Applicant	Jex	Date of birth
Vessel Sale Price \$800	.00			Email address		Phor	e # (with area code)
Transferor/Seller Signa	ature			Transferee/Owner/	Buyer Signature		
Transferor/Seller Sign:	ature			Transferee/Owner	Ruver Signature		
inansieren oener orgin				Transferee of the	bujer orginatore		
Subscribed and attested bet	fore me this date//_	my commission ex	ipires//	Subscribed and atteste	d before me this date//	my commiss	on expires//
Attesting Official/Notary Sign	nature/Title			Attesting Official/Nota	y Signature/Title		
Section 6: Count	v Clerks Lise Only	,					
Type of Application:	y olerka ode oliny	Date of	Issuance:		Title Number:		
I mostly that the line had	ented to be filed has been as	and into the submediation	stern and that a title will	he withheld for 20 days as	unil financian statement and fa-		d ubishawa assure first
I certify that the nen india	called to be filled has been no	ted into the automated sys	stern and that a blie will	be withineid for 30 days, or	unsi intencing statement and re-	rs required are receiv	ro, whichever occurs inst.
Clerk Signature:				Count	r:	Date:	
DO	NOT ACCEPT TIT	LE OR APPLICA	ATION SHOWIN	IG ANY ERASUR	ES, ALTERATION, C	OR MUTILATIO	DNS.
						_	
						*	Close Preview A Print

*The 'Editing a Title Application from the Shopping Cart' section of the Title Application Additional Informaiton Manual may be helpful if you need to change something after this point. Also, reference the the Point of Sale Manual for info on Checking Out from the Shopping Cart.

- 23. If a new state-issued HIN was requested, after the application has been checked out, the Transaction Summary will have the new HIN.
 - a. Clicking the Title, KY, or HIN #s will take you to the Vehicle Summary Page.
 - b. 🔄 will allow you to reprint the PODD receipts and any decals if necessary.
 - c. Solution will print the application, including the new title number and HIN, if requested.
 These 2 buttons are available for 14 days after the transaction is complete.

Transaction ID: 033415107	Transaction Date:	06/21/2019					
eceipt Number: LPJ190621163	806 Date Paid:	06/21/2019					
KIRBY, MATTHEW							
Customer ID: 001636034			a.			h	
(Items: 14) (Vehicles: 1)			\wedge			D.	
Itom Description				Otv	Prico	Amount	
(KANE) 4005 Use de Dest		Title #: 4947200850		Caty	Flice	Anodin	
KAVIS 1985 Honda Boat		1111e #. 1917200850	03 KT #. KT0900PM THIN. KT203749C915	2			
F&W State Registrat	tion Fee			1	17.50	\$17.50	
KYTC State Registra	tion Fee			1	3.00	\$3.00	
Boat Safety Fee				1	1.00	\$1.00	
Clerk Registration F	ee			1	6.00	\$6.00	
Clerk Title Fee				1	6.00	\$6.00	
State Title Fee	- N			1	3.00	\$3.00	
LIEN FILING FEE, FIL	e Number: 054123			1	60.00	\$22.00	
2000 ESCADE 224			KY #: KY0222EI		00.00	500.00	
2000 ESCAPE 234			KI #. KIU322FL				
Ad Valorem Tax, 20	19			1	211.89	\$211.89	
Clerk Lien Fee			KV #- 10/05 (200	1	2.00	52.00	
1999 SEA DOO CHALLENG	ER		KY #: KY0542BR				
Ad Valorem Tax, 20	19			1	49.65	\$49.65	
Clerk Lien Fee				1	2.00	\$2.00	
2003 REGAL 2200			KY #: KY0535ZZ				
Ad Valorem Tax, 20	19			1	139.03	\$139.03	
Clerk Lien Fee				1	2.00	\$2.00	
			Customer Total:			\$525.07	
			Sub Total:			\$525.07	
			Total:			\$525.07	
			Cash Payment:			\$525.07	
🖶 Reprint / 🖂 E-mail 🛛 🗋 Previe	ew					Modify Receipt	🕑 Do

24. From the new Vehicle Summary Page, the Vehicle Information section will include the new HIN.

▼ Vehicle Information			
	,24.		Update
Year: 1985	Make: Honda	Model: Boat	
KY Number: KY0900PN	HIN: KYZ03749C919		

Dealer Assignment of an Out of State Title

1. From a **Dealer's Customer Account Page**, click on the **New Title** button.

YAMAHA OF LOUISVILL Cust #:001314664	E View							
00 N ENGLISH STATION RD OUISVILLE, KY 40223 Phone: (502) 254-1188 E-mail:	Financial Hi	story						
Vehicles								
Boats (42)	Renew All (0)	Renew Selected (0)					1	New Title
Manage -	Title ~ View							
Showing 1 to 10 of 42 entries							Filter:	
Show 10 💌 entries								
Select Year ↓	Make	🏥 Model	🎄 Title #	KY / Plate #	JA TH	le Type / Status	Reg. Status	Alerts
2017	TRACKER	PR0170	191690795009	KY0776UX	Dealer A Active - [ssignment Jealer Assignment	Title Only	
2015	Scenario 4	Rvan Boat	191680795023	KY0900MV	Dealer A	ssianment	Title Only	

- 2. Choose 'Dealer Assignment' from the Title Action dropdown.
 - a. Select the Titling State and the Out of State Title # (if applicable) and click > Continue.
 - b. Cancel Title Application at any point of this process will delete all progress on this application.

1	2	•	•	6	•		-3
Title Information	Vehicle Information	Seller Information	Buyer Information	Lien Information	Registration	Additional Information	Finalize
						> Cont	inue
						Total	Due: \$8.0
Title Action							
Multi-	Transfer: No OYes						
Title	e Action: Dealer Assignment	ment 🗸 *					
(Kentucky Title Out o	of State Title 🔺					
Titling	State: Select State	× *					
Out of State	Title #:	2					
		a.					
	h						
Cancel Title Applic	ation						

3. You may return to this step and choose another Title Action by clicking CReset, however you will lose all data that has been entered.

1	2	3	4	6	6	7	
Title Information	Vehicle Information	Seller Information	Buyer Information	Lien Information	Registration	Additional Information	Finalize
Title Action						Tota	Due: \$8.00
Multi- Titl (Titling	Transfer: No OYes e Action: Dealer Assignr Kentucky Title Out co g State: Alabama	nent ✓ * of State Title * ✓ * [⊘] Reset					
Cancel Title Applic	ation						

- 4. Fill out the Vehicle Information page and click either of the Continue buttons.
 - a. The Occupant Capacity or the Weight Capacity is required, you do not have to have both.

Title Information	Vehicle Information	Seller Information	Buyer Information	Lien Information	Registration	Additional Information	Finalize
						0	Continue
							Total Due:
Boat Details							
	County of Dockage:	Select One	*			Vehicle has a Sit	us Address
	Year:				Length Ft:	*	
	Make:		*		Length In:	*	
	Model:		*		Beam Ft:	*	
	HIN:		*		Beam In:	*	
		Request State-Iss	ued HIN		Occupant Capacity:	*0	> a.
	Boat Type:	Select One	*		Weight Capacity:	*0	-
	Hull Material:	Select One	× *		Number of Toilets:	*	
	Engine Drive:	Select One	× *		Toilet Type:	Select One	
	Propulsion:	Select One	× *		Primary Use:	Select One	*
					branu.		
Motor(s)							b.
							> Continue

b. Up to 4 motors can be added by clicking $\frac{+}{\text{Add Motor}}$.

5. Click Add Seller

itle Information	Vehicle Information	Seller Information	Buyer Information	Lien Information	Registration	Additional Information Place On Hold > Con	Finaliza
Seller Informatio	on					Total	Due: \$9
Add Seller							

6. Fill out the seller information and click **Add**.

*	Seller Address Address 1:		Total	Due: \$9.0
*	Seller Address Address 1:		*	
	City: State: Select S	State 💙 *	Zip: *	
	Attn:		Ø Cal	
				@ca

- - a. Clicking the blue arrow to open the section if you need to edit the Seller's information or Remove them from the application.
 - b. You may add another seller by clicking Add Seller.

0	-2		4	6	0		-(
Title Information	Vehicle Information	Seller Information	Buyer Information	Lien Information	Registration	Place On Hc 1 > Continue	
						Total Due);
Seller Information	n						
Bob's Boa	its						
Seller	Name: Bob's Boats						
	Email:					. 2 .	
A	ddress: 123 Main Stree Simpsonville, K	t S 43254				C Edit X R	tem
S	eller Notary Date:		7				
Add Seller	b .						
⊗ Cancel Title Ap	plication						

- 8. When you navigated from the Dealer's Customer Account page, the Buyer Information step is populated. Make sure the step is complete before selecting > Continue.
 - a. By clicking¹, you can deselect the specific Dealer and choose another.
 - b. Enter the required Buyer Notary Date.



9. On the Additional Information Page, enter the required Date of Purchase and click
 Continue

venies motifiation	Concernation industri	bayer mornauon	Lion mollilation	registration		• 1110112.0
					Place On Hold > Contin	ue
					Total D	ue: \$9
on						
	C).				
e of Purchase:	*					
x Description: Resa	le Exemption	<u>×</u> *				
Tax ID: (a						
Tax 10. 0					T	
	on e of Purchase: (e of Purchase:	e of Purchase:	e of Purchase:	on of Purchase:9. x Description: Resate Exemption *	on Total D

10. When all necessary data is entered, click Add To Cart and check out as normal.

itle Information Vel	hicle Information	Seller Information	Buyer Information	Lien Information	Registration	Additional Information	Finalize
						Place On I	Hold
						Total I	Due: \$9.00
Finalize Title Applicatio	n						
1. Title Action - I	Dealer Assignm	ent					
2. Vehicle Inform	ation						
		CRequired Fields Complet	e				
		County of Dockage Com	plete				
3. Seller Information	tion						
	Seller 1	CName and Address Com	plete				
4. Buyer Informa	tion						
		CNotary Date Complete					
Buyer 1 YAMAHA O	F LOUISVILLE	Required Fields Complet	e				
5. Lien Informati	on						
6. Registration							
7. Additional Info	ormation						
		CAdditional Information Co	implete				

*The 'Editing a Title Application from the Shopping Cart' section of the Title Application Additional Information Manual may be helpful if you need to change something after this point. Also, reference the the Point of Sale Manual for info on Checking Out from the Shopping Cart.

11. Dealer Assignment Applications will not go to your Application Queue, they will go directly to an Active Title once they successfully pass through NCIC.

Owner(s)	Chain of Ownership	9	Viewing 1 of 1 Titles				Reve
Customer ID	Driver License	Customer Name	SSN/FEIN		Address	i	Begin Tax Exempt Date
001314664		YAMAHA OF LOUISVILLE	<u>xxx-xx-4675</u>	400 N EN	IGLISH STATION RD, L JEFFERSC	.OUISVILLE, KY 40223 N	
Title		12.	♥ Re	gistration Inform	ation		
atus: Active - E Type: Title #:	Dealer Dealer Assignment 191720085002	State Fee: \$0.00 Clerk Fee: \$0.00 Use Tax: \$0.00	itte - Statu	rue only Type: Reg. Date: Exp. Date: Remarks: Comments:	Title Only 06/21/2019	County: E Decal #: Prior Decal #:	BOONE
					F&W State Fee: KYTC State Fee: Boat Safety Fee:	\$0.00 \$3.00 \$0.00	

Out-of-State Transfer to a KY Resident or Organization

This is how to process a new Kentucky title application for boats that are either purchased from a non-Kentucky resident, or is being brought in from out of state by a Kentucky resident.

1. From an Individual or Organization's Customer Account Page, click on New Title.

WYER, ANDY ust #:001135926	Edit View	Action	Center
75 Caneyville Rd	Financial History	s	Ad Valorem taxes are past due for 1969 SIVERLINE DAYT.
ione: (270) 286-8772		®	1969 SIVERLINE DAYT is Ready for Registration Renewal.
Vehicles			
Boats (1)	Renew All (1) Renew Selected (0)		1. New Title Switch to List V
€ \$ ®	P M 🗌		
1969 SIVERLINE DAYT	KY3681SS		
Title#: 952270080035 Transfer	Active - Title Issued Reg: Expired		

- 2. Choose 'Out of State Transfer' from the Title Action dropdown.
 - a. If applicable, select the 'Move-In' checkbox and enter the Move-In Date.
 - b. Select the Titling State and the Out of State Title Number (if applicable, depending on the state chosen) and click > Continue.
 - c. Ocancel Title Application at any point of this process will delete all progress on this application.

1	2	•		5	0	7	
Title Information	Vehicle Information	Seller Information	Buyer Information	Lien Information	Registration	Additional Information	Finalize
						Tota	I Due: \$9.0
Title Action							
Multi- Titl	Transfer: No OYes e Action: Out-of-state Tr	ansfer 🗸 *					
d. —	love-In:						
Titling	g State: Select State	✓ *					
Out of State	Title #:	S _{b.}					
	_						
Cancel Title Applic	ation C.						

3. You may return to this step and choose another Title Action by clicking CReset, however you will lose all data that has been entered.

1 Title Information	2 Vehicle Information	3 Seller Information	4 Buyer Information	5 Lien Information	Registration	Additional Information	Fina	Balize
Title Action						Tota	I Due:	\$9.00
Multi- Titi M Titling	Transfer: No OYes e Action: Out-of-state Tr love-In: g State: Colorado	ansfer V *	2					
Cancel Title Applic	ation		5					

- 4. Fill out the Vehicle Information page and click either of the Continue buttons.
 - a. If the boat does not have a HIN, or has an invalid HIN, you can request a State-Issued HIN and KAVIS will create it after checking out/finalizing the application.
 - b. The Occupant Capacity or the Weight Capacity is required, you do not have to have both.
 - c. Up to 4 Motors can be added by clicking Add Motor .

					>	Continue
						Total Due: \$9.0
Boat Details						
	County of Dockage:	Select One	▼ *		Vehicle has a Si	tus Address
	Year:	•		Length F	t: 🚬 *	
	Make:		*	Length I	n: 🚺 *	
	Model:		*	Beam F	't: 🔁 *	
	HIN:		*	Beam I	n: 🚺 *	
	u. 🚽	Request State-Issue	ed HIN	Occupant Capacit	y: *0	⊳ b.
	Boat Type:	Select One	 ✓ * 	Weight Capacit	y: 🚺 *0 🖊	
	Hull Material:	Select One	*	Number of Toilet	s: 🚺 *	
	Engine Drive:	Select One	*	Toilet Typ	e: Select One	\sim
	Propulsion:	Select One	*	Primary Us	e: Select One	*
				Bran	d: Hail Damaged	
Motor(s)						C.
						+ Add Mo
						> Continue

5. If you did NOT select the Move-In checkbox on the Title Information step, you may also include the purchase price for the motor.

ptor(s)					+
Motor #1				,	Add Moto
Year: *	Make:	* Horsepower:	*	× Delete	Сору
Fuel: Select One 💙 *	Serial #:	Year of Purchase:		Motor	Motor
Purchase Amount:	5				

6. If you selected the Move-In checkbox in step 4, the seller info step isn't necessary, click
 Continue and continue with step 10 below.

1 Title Information	2 Vehicle Information	3 Seller Information	4 Buyer Information	5 Lien Information	6 Registration	7 Additional Information	Finalize
						Place On Hot > Cont	inue
						Total [Due: \$9.00
		Selle	er does not apply for Move	e-In. Proceed to Buyer Infor	mation.		
Seller Informatio	n						
⊗ Cancel Title Ap	plication						

7. If you did **not** select the Move-In checkbox in the Vehicle Information step, click Add Seller

0	2	3	4		6	7	
Title Information	Vehicle Information	Seller Information	Buyer Information	Lien Information	Registration	Additional Information	Finalize tinue
Seller Informatio	on					Total	Due: \$9.00
Add Seller <mark>y</mark>	7.						
⊗ Cancel Title Ap	oplication						

8. Enter the Seller's information and click **Add**.

1 Title Information	2 Vehicle Information	3 Seller Information	4 Buyer Information	5 Lien Information	6 Registration	7 Additional Information	Finalize
Seller Information						> Con	tinue Due: \$9.0
Seller Nam E-Mail Address Phone Numbe	e: s: r:		*	Seller Address Address 1: Address 2: City: State: Select S Attn:	tate 🔽 *	*	
						Ø Car	cel 🛃 Ad

- 9. Enter the Seller Notary Date if you have it and click > Continue.
 - a. Clicking the kill allow you to remove the Seller or edit their information.
 - b. You may add another seller if applicable.

0-	2	3		5	6		
Title Information	Vehicle Information	Seller Information	Buyer Information	Lien Information	Registration	Additional Information	Fina
						Total	Due:
Seller Informati	on						
Ron Swa	nson						
Seller	r Name: Ron Swanson						
	Email:						
A	Phone: ddress: 123 Main St Simpsonville, A	AL 16548					
						🕑 Edit	× Remo
s	Seller Notary Date:)_			\sim	_
Add Seller	b .						
Cancel Title A	pplication						

10. If you started from the Home Page, select Add a Buyer .

1 Title Information	2 Vehicle Information	3 Seller Information	4 Buyer Information	5 Lien Information	Registration	Additional Information Place On Hold Con	8 Finalize
Buyer Information	on 10.					Total D	Due: \$16.72
⊗ Cancel Title Ap	pplication						

- 11. You can scan a Driver's License, or search by one of the other options in the dropdown menu.
 - a. If they are not a KAVIS customer, you may add them at this time by clicking
 Add New Customer.

1 Title Information	2 Vehicle Information	3 Seller Information	4 Buyer Information	5 Lien Information	6 Registration	Additional Information	Finalize
Driver's License M	Number:	Searc	h By: Driver's License h Social Security N Individual's Name Organization's Na Customer Number Passport Number Green Card Num Visa Number TiTi Disabled Placard	Number time f ber Number	1.	a.	Add New Customer

- 12. There are a few things to check on the Buyer Information Page before clicking > Continue
 - a. An ownership connector (and/or) is required.
 - b. The ^{S Pay All} button will appear if a buyer has any ad valorem delinquencies, allowing you to pay them either with this title application or in a separate transaction.
 - See the section titled 'Paying Delinquent Taxes with a Title Application' of the Boat Registration and Ad Valorem Manual for more information.
 - c. rappears next to a customer if their customer profile contains errors.
 - you cannot continue without clicking on the icon and editing the necessary fields.
 - d. By clicking¹, you can deselect the specific Buyer.
 - e. You may call your local PVA and they can quickly resolve the PVA issues that are needed to continue this application.
 - Click Check PVA to refresh and check if the issues have been resolved and to see if they have created any new delinquencies that need to be paid.
 - f. Enter the required Buyer Notary Date.
 - g. You may add additional buyers (only the first 2 will be printed on the title).
 - h. You may switch the positions of the owners by clicking 🔨 .
 - i. If the application is put on hold, KAVIS will save the information to the Buyer's Customer Account Pages for 60 days.

	venicle information	Seller Information	Buyer Information	Lien Information	Registration	Additional Inform	ation	Fin
					Check PVA	Place On Hold	> Continue	
				е.		1		
						i	Total Due:	9
Buyer Informati	ion	а.						
Ownership C	oppactor: Select One	J .						
Ownership C				c				
Pay Delinque	ncy: \$ Pay All	b .	/	. .				
Primary So	ondonu Customor ID	Customor Nomo	Delinguonov					
Fillinary Sec	onuary Customer ID		Vec	d.				
	000475020			0				
	✓ 000475050	MORGAN THOMAS		0				
Buyer Notary	Date:							
		f	e.					
		1.						
Add a Buyer	g .							
Add a Buyer	g.							
Add a Buyer	tax or value incomplete, ple	ase see the PVA						
Add a Buyer	tax or value incomplete, ple	ase see the PVA.	on the title.					

- 13. Once all of the information is correct, click > Continue.
 - a. Choose the ^{\$ Edit Pay All} button if you need to change the delinquency payment to 'pay now' instead of 'pay with application'.
 - For more information on paying taxes with an application, see the '<u>Paying</u> <u>Delinquent Taxes with a Title Application</u>'.
 - b. As fees are added and ad valorem is chosen to be paid with the application, the Total Due will be updated so you can keep the Customer updated.

Title Information Vehicle Information Seller Information Lien Information Registration Additional Info Buyer Information Ownership Connector: AND Pay Delinquency: \$ Edit Pay All Primary Secondary Customer Name Duli35926 AND DUVYER Paying w/A Outla5926 AND MORGAN THOMAS Paying w/A Outla5926 AND MORGAN THOMAS Paying w/A Outla5926 AND MORGAN THOMAS Paying w/A Outla5927 Add a Buyer Key Y = The first two Buyers listed on the Title Application will be printed on the title.	8
Buyer Information Ownership Connector: AND Pay Delinquency: S Edit Pay All Primary Secondary Customer ID Customer Name Delinquency O01135926 ANDY DWYER Paying w/A O01135926 ANDY DWYER Paying w/A O00475030 AND MORGAN THOMAS Paying w/A Buyer Notary Date: O6/05/2019 * Add a Buyer Key 	Continue
Ownership Connector: AND Image: align of the system o	Jotal Due: \$499
Primary Secondary Customer vame Definduency Image: Customer vame Definduency Image: Customer vame Paying w/A Image: Customer vame Paying w/A<	b.
Buyer Notary Date: 06/05/2019 ★ Add a Buyer Key ✓ = The first two Buyers listed on the Title Application will be printed on the title.	
✓ = The first two Buyers listed on the Title Application will be printed on the title.	

14. Click Add Lien if there is a lien, otherwise click \rightarrow Continue and skip to step 17.

a. You can add up to 2 liens on a vehicle.

1 Title Information	2 Vehicle Information	3 Seller Information	4 Buyer Information	5 Lien Information	6 Registration	Additional Information Place On Hol(> Contin	8 Finalize
Lien Informatio	n					Total Due:	\$499.99
Primary Ow	mer County of Residence	ce: BOONE					
⊗ Cancel Title A	pplication						

- 15. If there is a lien, choose from either Pending or Filed from the Lien Status dropdown menu, enter the necessary information and click **2** Add.
 - a. If your County is the Primary Owner's County of Residence, you will be able to file a lien, otherwise, Pending will be your only option.
 - b. The checkboxes give you the choice of fees to charge.

1	2	3		5	-6		-8
Title Information	Vehicle Information	Seller Information	Buyer Information	Lien Information	Registration	Additional Information	Finalize
						Place On Hold > Contin	nue
						Total Due	\$499
Lien Information							
Primary Ov	wner County of Resid	ence: BOONE					
	Lien: Select						
	Lien Status: Filed	- u.					
	Date Filed:	*		County F	iled: BOONE	*	
Lienh	older Name:		*	Lien File Nun	nber:	*	
	Address:				City:	*	
	States (Zie: ("	
	State. Kentucky	× *			zip.		
	Comments:				Do not cl	arge Lien Filling Fee ate Lien Filing Fee (\$2.00)	
					·	are Elerrining ree (az.00)	
					b.	Lien Filing Fee: \$22.00	
						Ø Can	
S Cancel Title Ap	plication						

16. Click the next to the bank name to view the information entered.

- a. You may edit or remove the lien.
- b. You can add up to 2 liens per title.

 $\circ~$ The order of the liens is important, the 1^{st} will be given priority.

c. Click > Continue when you have added all liens to the title.

2 Vehicle Information	3	4 Buyer Information	5	6	Additional Information	
vence momator		buyer mornation		i cegisu auvit	Place On Hold > Contin	lue
					Total Due:	\$521.
County of Residence:	BOONE					
	Lien File Numbe	r: 654123	Date File	1: 06/05/2019	Filing Fee: \$22.00	
ed	Lien File #: 654123	Date Filed	: 06/05/2019	County Filed: BOONE	Lien Exp	2029
3 Main Street	City: Simpso	onville State	: КҮ	Zip: 40067	a. © Edit ¥ F	Remove
b.				Total Lien	Filing Fee Due: \$22.00	
	Vehicle Information County of Residence: ed 3 Main Street •b.	2 3 Vehicle Information Seller Information County of Residence: BOONE Lien File Numbe ed Lien File #: 654123 3 Main Street City: Simpso	2 3 4 Vehicle Information Seller Information Buyer Information County of Residence: BOONE Lien File Number: 654123 Lien File #: 654123 Obtain Street City: Simpsonville State	2 3 4 6 Vehicle Information Seller Information Buyer Information Lien Information County of Residence: BOONE County of Residence: BOONE Lien File Number: 654123 Date Filed ed Lien File #: 654123 Date Filed: 06/05/2019 State: KY •b.	Q 3 4 6 6 Vehicle Information Seller Information Buyer Information Registration County of Residence: BOONE Lien File Mumber: 654123 Date Filed: 06/05/2019 ed Lien File #: 654123 Date Filed: 06/05/2019 ed Lien File #: 654123 Date Filed: 06/05/2019 a Main Street City: Simpsonville State: KY Zip: 4067 • b. Total Lien Total Lien File Cotal Lien File Cotal Lien	Image: Seller Information Buyer Information Lien Information Registration Additional Information Place On Hold Image: Country of Residence: BOONE Total Due: County of Residence: BOONE Lien File Number: 654123 Date Filed: 06/05/2019 Filing Fee: \$22.00 ed Lien File #: 654123 Date Filed: 06/05/2019 Filing Fee: \$22.00 ed Lien File #: 654123 Date Filed: 06/05/2019 Country Filed: BOONE a. Image: City: Simpsonville State: KY Zip: 40067 a.

17. Click Add Registration if applicable, or click > Continue .

1	2	3	-4				-8
Title Information	Vehicle Information	Seller Information	Buyer Information	Lien Information	Registration	Additional Information Place On Hold Continue	Finalize
Registration						Total Due:	\$521.9
Add Registratio	on 17.						
⊗ Cancel Title /	Application						

18. Review the registration and click Add , then Continue .

e Information	Vehicle Information S	eller Information	Buyer Information	Lien Information	Registration	Additional Information Place On Hold Conti	Finalize
egistration						Total Due	9: \$521
Regis	stration Type: Out of state		Registration Le	ngth: Short-Term		Expiration Date: 04/30/2020	
	F&W State Registratio	on Fee \$17.50					
	RTTC State Registratio	ty Fee \$1.00					
	Clerk Registratio	on Fee \$6.00					
	Total Registration	Fees \$27.50					
						Ø Can	c (1,

19. You can also go back to this step and remove the registation if needed.

1 itle Information	2 Vehicle Information	3 Seller Information	4 Buyer Information	5 Lien Information	6 Registration	Additional Information Place On Hold > Contri	Finalize
Registration	ion Type: Out of state	Expiration Da	ate: 04/30/2020			Total Due	e: \$549.4§
F&W	/ State Registration I	ee \$17.50					
КҮТС	State Registration I Boat Safety I	ee \$3.00 ee \$1.00					
	Clerk Registration I	ee \$6.00					
	Total Registration F	ees \$27.50				×R	emove
Ocancel Title App	plication						

- 20. On the Additional Information Page, if you may request an extra review by MVL, please include any useful comments.
 - a. If you did NOT select the Move-In checkbox from the Title Information step, you will need more information.
 - b. A Date of Purchase and Purchase Price are required.
 - c. If a Motor Price was added on the Vehicle Information step, it will be added to the Purchase Price to give you the Total Purchase Price.
 - d. If there is a Trade-In, click Add Trade-In, enter the Trade-In Value and ID# (HIN).
 That amount will automatically be subtracted from the Total Purchase Price.

1 Title Information	2 Vehicle Information	3 Seller Information	4 Buyer Information	5 Lien Information	Registration	7 Additional Information Place On Hold > Continu	
Additional Inform	nation			, d.		Total Due	\$21.00
Tota Use	Date of Purchase: Purchase Price: 0 Motor(s) Price: \$200. Il Purchase Price: \$200. Tax Description: Second	D. ************************************	21.	Add Trade-In Vehicle Type I Boat	Trade-In Value	Identification # II II X Dete)
20.	Use 1 Review by MVL? Purct Trans comments for MVL: Non-F Out o No S:	Tax Previously Paid to DOR assed from a Dealer Out of fer from Individual to Individ le Exemption "rofit/Gov Agency Exemption f State Credit ale	State Jual on				
					Us	e Tax Amount: \$12.00	
⊗ Cancel Title Ap	plication						

- 21. The Use Tax Description has several options depending on the Dealer Type chosen in the first Title Information step (step 3 above), the options above are available if you chose an out of state dealer.
 - a. The following Use tax Descriptions require additional information.
 - The Resale Exemption requires the Tax ID:

		Use Tax Description: Resale Exemption 💙 *
		Tax ID: 0 *
0	The Non	-Profit/Gov Agency Exemption option requires a Purchase Number:
		Use Tax Description: Non-Profit/Gov Agency Exemption
		Purchase Number: *
_	The Out	of State Credit requires the Amount of Use Tay Collected by another
0	The Out	of state credit requires the Amount of use rax collected by another
	state:	Use Tax Description: Out of State Credit
		Amount of Use Tax Collected by 0.00 *

- 22. Review the Finalize Title Application Page. If anything is red, click on either the bubble at the top or the warning itself to be taken to the page that needs attention.
 - a. You will not be able to move to the shopping cart if all necessary info is not entered.
 - b. When all necessary data is entered, click Add To Cart and check out as normal.

*Reminder: you can place the Title Application on hold (and KAVIS will save the information to the Customer Account Page for 60 days) if you are not able to finalize it at the moment.

formation	Vehicle Information	Seller Information	Buyer Information	Lien Information	Registration	Additional Information	F
						Place On	Hold
						Total Due: \$549	.49
Finalize Title Ap	plication						
1. Title Ac	tion - Out-of-state T	'ransfer (Move-In)					
2. Vehicle	Information						
		CRequired Fields Complete					
		No Delinquent Taxes Owe	d				
		County of Dockage Compl	ete				
		Motor(s) Information Comp	olete				
3. Seller In	formation						
4. Buyer In	formation						
Ownership Co	onnector : AND	COwnership Connector Con	nplete				
		CNotary Date Complete					
Buyer 1	THOMAS, MORGAN	Required Fields Complete					
		Master Record Check Con	nplete				
		CNo Delinquent Taxes					
		CAd Valorem Checks Comp	lete				
B	yer 2 DWYER, ANDY	ERequired Fields Complete					
		Master Record Check Con	nplete				
		CNo Delinquent Taxes					
		CAd Valorem Checks Comp	lete				
5. Lien Inf	ormation						
	Lien 1 1st Bank F	iled					
		CLien Information Complet	e				
6. Registra	tion						
		CRegistration Complete					
7. Addition	nal Information						
		CAdditional Information Con	nplete		23	•	
						\mathbf{N}	
- 23. Click **Print Preview** and you can print the new title application already filled out with
 - information that you entered during the application process.

a. This is not required,	just a convenience
--------------------------	--------------------

		Ker	ntucky Transp	ortation	Cabinet			TC 96-184
		Divis	ion of Mato	Vahiela	leansing			Rev: 5/2019
		DIVIS	ion of woto	venicie	Licensing			Page 1 of 1
	Motor B	loat Transaction	n Record/App	lication for	r Registratio	n and/or	Title	
KRS 186A.990 states: Any person Any person who violates any of the	who knowingly enter provisions of this ch	rs or attests to the entry of apter or administrative reg	false or erroneous info ulations adopted under	mation upon this this chapter shall	form will be subject to be fined not less that	o the penalties n fifty dollars (\$	of forgery in the seco (50) nor more than two	nd degree; KRS 235.990 states: o hundred dollars (\$200).
Check the type of application	on desired: 🔲	Duplicate 🗌 Updat	e 🗌 KY Transfe	r 🔀 Out-of-S	State Transfer	First Tim	e 🗌 Salvage [Rebuilt 🔲 Title Only
If Duplicate is checked, the	original Certifi	cate of Title is:	ost Destroy	ed 🗆 Dama	aed 🗖 Illeaibl	e 🗆 Othe	r	
in bapiloato lo enteentee, ine							BLACK Inter	
Section 1: VESSEL ID	ENTIFICATIO	N SECTION (Se	e Beference Pa	r moor be c	values)	DLUL ON	DEACK INK.	
	LittlinoAnd			ge for heid	raidoby			
	AL				1	985	Honda	Boat
Previous Title Number	State	KY#	Hull Id	entification (HIN	4)	Year	Make	Model
Pleasure	Ai	r boat	Wooden		Outboard		Water Jet	BOONE
Primary Operation (Boat Use)	Ves	sel Type	HULL Materia	al	Engine Drive		Propulsion	County of Dockage
Diesel 15,	2	13, 2		13	251		0	
Front Location (Inc.								
Fuel Length (ree	et, inches)	Beam (feet, inche	es) Ca	apacity or	Weight Capacity		# of Toilets	Toilet Type
Fuel Length (ree	H, Inches)	Beam (feet, inche	es) Ca	apacity or	Weight Capacity		# of Toilets	Toilet Type
Section 2: VESSEL EN	NGINE/MOTO	Beam (feet, inche	es) Ca	apacity or	Weight Capacity		# of Toilets	Toilet Type
Section 2: VESSEL EN	NGINE/MOTO	Beam (feet, inche	2659	apacity or	Weight Capacity	1992	# of Toilets	S0.00
Section 2: VESSEL EN	NGINE/MOTO 1990 Year	Beam (feet, inche DR 15 Horse Power	2659 Motor Ser	apacity or 8 ial #	Weight Capacity	1992 Purchased	# of Toilets	S0.00 se Amount
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24. At the bottom of the print preview page, you can Print and Add To Cart .

Mare of Transfere/Seller Dealer Number DUSSNFED 10# Name of Transfere/Seller DUSSNFED 10# Name of Second Transfere/Seller DUSSNFED D# Name of Second Transfere/Seller DUSSNFED D# Maling Address 10350 REPY 1A'. Maling Address Maling Address Home Address (if different from above) FORENCE Processor Boother Education Vessel Sule Frice §0.00 Email address Phone # (with area code) Transferee@Owner/Buyer Signature Transferee@Owner/Buyer Signature Transferee@Owner/Buyer Signature Teastered.Seller Signature Transferee@Owner/Buyer Signature Teastered.Seller Signature The Manher:<	Section 5: VESSELTRANSFEROR/SELLER SECTION				VESSEL TRANSFEREE/OWNER/BUYER SECTION				
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BLYEE JOINT OWNERSHIP: OR E AND (NOTE: I neither too is checked, the transfer shall require both signatures.) DYPER Name of Second Transferor/Seller DLSSN/FED D# Mailing Address 10350_RSMY_LXA. Mailing Address Home Address (if different from above) Home Address Prome # (with area code) Prome # (with area code) City County State Vessel Sale Price \$0.00 Email address Transferor/Seller Signature Transferee/Owner/Buyer Signature Top of Applicant Date of Issaance: Transferee/Owner/Buyer Signature Top of Applicant Date of Issaance: The Number: Top of Applicant Date of Resaance: The Number: Top of Applicant Date of Resaance: County Clerk Subsol en epires	ame of Transferor/S	Seller		Dealer Number	Name of Transferee/Owner/	Buyer		DL/SSN/FED ID#	
Division Division Name of Second Transfereo/Seller Name of Second Transfereo/Seller DLISSN/FED D# Mailing Address 10330_R2NY_LN. Mailing Address Home Address (if different from above) FLORENCE BOOKE KX 41042-3679 City County State Zp City County State Zp Email address Phone # (with area code) City County State Zp Usses Sale Price \$0.00 Email address Phone # (with area code) Email address Phone # (with area code) Transfereor/Seller Signature Transfereor/Buyer Signature Transfereor/Buyer Signature Transfereor/Buyer Signature Transfereor/Seller Signature Transfereor/Denar/Buyer Signature mail address Phone # (with area code) Section 6: County Cirks Use Only Transfereor/Denar/Buyer Signature mail address Topic Address Signature Transfereor/Denar/Buyer Signature mail address Phone # (with area code) City city Hut ha file in indicate to be file Ab base noted into the automated system and that a title will be withheld for 20 days, or untif filanning atatement and feas required are requived					BUYER JOINT OWNER (NOTE: If neither box is che	SHIP: OR Koked, the transfer	AND Shall require both	signatures.)	
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Home Address (if different from above) Home Address (if different from above) PLORENCE BOORE City County State Zip City County Email address Phone # (with area code) Us Home Address (if different from above) Vessel Sale Price \$0.00 City Transferor/Seller Signature Email address Subscribed and attested before me this date // Subscribed and attested before me this date // Subscribed and attested before me this date // Transferero/Seller Signature Subscribed and attested before me this date Subscribed and attested before me this date // Transferero/Seller Signature Subscribed and attested before me this date Subscribed and attested before me this date // Transferero/Seller Signature Subscribed and attested before me this date Subscribed and attested before me this date // Transferero/Seller Signature/Tite Attesting Official/Networy Signature/Tite Section 6: County Clerks Use Only Date of Issuance: Territy that the file indicated to be filed has been noted into the automated system and that a tite will be withheld for 30 days, or until financing attement and testes needed, whichever occurs first. Clerk Signature: County: Date:	failing Address				Mailing Address				
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Transferer/Seller Signature Transferere/Owner/Buyer Signature Transferer/Seller Signature Transferere/Owner/Buyer Signature Subscribed and attested before me this date/ / my commission expires/ / Subscribed and attested before me this date/ / my commission expires/ / Attesting Official/Notary Signature/Title Attesting Official/Notary Signature/Title Section 6: County Clerks Use Only Title Number: Type of Application: Date of Issuance: Toth the lien indicated to be filed has been noted into the automated system and that a title will be withheld for 30 days, or until financing statement and tees required are received, whichever occurs first. Clerk Signature: County: Date:	essel Sale Price So	0.00			Email address		Pho	ne # (with area code)	
Transfereor/Seller Signature Transfereor/Seller Signature Subscribed and attested before me this date/ my commission expires/ Subscribed and attested before me this date/ my commission expires/ Attesting Official/Notary Signature/Title Section 6: County Clerks Use Only Type of Application: Date of Issuance: Title Number: Centry that the lien indicated to be filed has been noted into the automated system and that a title will be withheld for 39 days, or until financing statement and tees required are received, whichwer occurs first. Clerk Signature: County: Date:	ransferor/Seller Si	gnature			Transferee/Owner/Buyer S	ignature			
Interserve: United by the signature Interserve: United by the sig	inem of a new life all as fil				Transforms/Ourses/During O	in at use			
Attesting Official/Notary Signature/Title	ubscribed and attested	before me this date / /	my commission e	wnires / /	Subscribed and attested before r	ne this date /	/ my commiss	ion expires / /	
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Clerk Signature: Date: DO NOT ACCEPT TITLE OR APPLICATION SHOWING ANY ERASURES, ALTERATION, OR MUTILATIONS.	Type of Application:			underer and that a title of	ill he withheld for 20 days, or until finar	cing statement and fe	es required are receiv	ed, whichever occurs first.	
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🗴 Close Preview 🔒 Print	Type of Application: Teertify that the lien i Clerk Signature: D	Indicated to be filed has been no	TLE OR APPLIC	ATION SHOWI	County: NG ANY ERASURES, AI	TERATION, O	Date: DR MUTILATI	Close Preview ⊖ Print	
× Close Preview ⊖ Print	Type of Application: I certify that the lien i Clerk Signature:	Indicated to be filed has been no	TLE OR APPLIC	ATION SHOWI	County:	TERATION, O	Date: DR MUTILATI	DNS.	
X Close Preview 🔒 Prim	Type of Application: I certify that the lien i Clerk Signature:	Indicated to be filled has been no	The OR APPLIC	ATION SHOWI	County: NG ANY ERASURES, AI	TERATION, C	Date: DR MUTILATIO	DNS.	
X Close Preview Prior Preview Add To Cont	Type of Application: I certify that the lien i Clerk Signature:	Indicated to be filled has been no	TLE OR APPLIC		County: NG ANY ERASURES, AI	TERATION, C	Date: DR MUTILATI X	Close Proview Print	

*The 'Editing a Title Application from the Shopping Cart' section of the Title Application Additional Information Manual may be helpful if you need to change something after this point. Also, reference the the Point of Sale Manual for info on Checking Out from the Shopping Cart.

- 25. If a new state-issued HIN was requested, after the application has been checked out, the Transaction Summary will have the new HIN.
 - a. Clicking the Title, KY, or HIN #s will take you to the Vehicle Summary Page.
 - b. 🔄 will allow you to reprint the PODD receipts and any decals if necessary.
 - c. Solution will print the application, including the new title number and HIN, if requested.
 These 2 buttons are available for 14 days after the transaction is complete.

Transaction ID:	033415119	Transaction Date:	06/24/2019					
eceipt Number:	I D 110062/080230	Date Paid:	06/24/2019					
cocipe Humber.	LFJ150024000250	Dute Fuld.	00/24/2019					
THOMAS, MO	RGAN							
Customer ID: 00	0475030							
(Items: 53) (Veh	vicles: 1)							
(icellist 55) (ven	netest 17							
← × 1	2 3 » →			a.		Filter		0
							<i>N</i> .	
Item Descrip	tion				Qty	Price	Amount	
(KAVIS) 1985 H	onda Boat		Title #: 191750085001	KY #: KY0900PR HIN: KYZ03750C91	9			
	and Line Fee					2.00	CD 00	_ النا ال
	lerk Lien ree			101 //	1	2.00	\$2.00	
1969 SI	VERLINE DAYT			KY #: KY368155				
Ad	d Valorem Tax, 2014				1	28.29	\$28.29	
CI	lerk Lien Fee				1	2.00	\$2.00	
Ac	d Valorem Tax, 2015				1	24.58	\$24.58	
CI	lerk Lien Fee				1	2.00	\$2.00	
Ac	d Valorem Tax, 2016				1	21.16	\$21.16	
CI	lerk Lien Fee				1	2.00	\$2.00	
A	d Valorem Tax, 2017				1	18.06	\$18.06	
CI	lerk Lien Fee				1	2.00	\$2.00	
Ac	d Valorem Tax, 2018				1	15.45	\$15.45	
CI	lerk Lien Fee				1	2.00	\$2.00	
Ac	d Valorem Tax, 2019				1	12.82	\$12.82	
CI	lerk Lien Fee				1	2.00	\$2.00	
				Customer Total:			\$549.49	
				Sub Total			\$549.49	
				Total			\$549.49	
							010110	
				Cash Payment:			\$549.49	
🔒 Reprint / 🖂 E-m	ail 🕒 Preview						Modify Rece	ipt 🕑 De

26. From the new Vehicle Summary Page, the Vehicle Information section will include the new HIN.

26. Updat Year: 1985 Make: Honda Model: Boat	Vehicle Inform	nation		
Year: 1985 Make: Honda Model: Boat			2 6.	pdate
	Year:	1985	Make: Honda Model: Boat	
KY Number: KY U900PK HIN: KY 203/50C519	KY Number:	KY0900PR	HIN: KYZ03750C919	

Other 1st Title-including Homemade Boats

Other 1st Title can be used for a boat that is not in the KAVIS system, and there is no other suitable title action that can be used to obtain a Kentucky title.

1. From a **Customer Account Page**, click on the **New Title** button.

xANSON, RONALD JR st #:001300075	Edit View		Action Center				
Little Creek Rd	Einancial History		\$ Ad Valorem ta	ixes are past due for	3 vehicles.		
one: (606) 573-7543	- manoral motory		Customer has	3 vehicles ready for	Registration Renew	al.	
/ehicles							
					~ ~		
Boats (3)	Renew All (3) Renew Sele	ected (0)			1	New Titl	e Switch to List
Boats (3)	Renew All (3) Renew Sele	ected (0)			1.	New Titl	e Switch to List
Boats (3)	Renew All (3) Renew Sele	ected (0)	1	РМ 🗌	1. — \$ ®	New Titl	e Switch to Lis
Boats (3) Boats (3) S S S S S S S S S S S S S	Renew All (3) Renew Sele	ected (0)	1	P M	1976 PLAYBOUY (New Titl	P M
Boats (3) Boats (3) Second Second Se	Renew All (3) Renew Sele P M KY0695BD Active - Title Issued	ected (0)) 0009 Acti	PM KY0540FB KY0540FB ive - Title Issued	\$ ® 1976 PLAYBOUY (Title#: 1615204800	DPEN	P M KY0503F Active - Title Issu
Boats (3) Boats (3) 1988 PLAYBUOY OPEN Tille#: 172650480011 Update	Renew All (3) Renew Sele P M KY06955D Active - Title Issued Reg: Expired	ected (0) 1987 DXF BASS Title#: 172860484 Transfer) 0009 Acti	PM KY0540FB kve - Title Issued Reg: Expired	1976 PLAYBOUY O Title#: 1615204800 Transfer	DPEN	e Switch to Liss P M KY0503F Active - Title Issue Reg: Expire
Boats (3) Boats (3) 1988 PLAYBUOY OPEN Tille#: 172650480011 Update Manage	P M KY06955D Active - Title Issued Reg: Expired	ected (0) 1987 DXF BASS Title#: 172860484 Transfer) 0009 Acti Manage - Tit	PM KY0540FB ive - Title Issued Reg: Expired	1976 PLAYBOUY O Title#: 1615204800 Transfer	DPEN 27	e Switch to Lis P M KY0503F Active - Title Issu Reg: Expire Title - View

- 2. Choose 'Other 1^{st'} from the Title Action dropdown and click Continue.
 - a. Choose the 'Boat is Homemade-Rebuilt' checkbox if the boat needs the Department of Motor Vehicles' approval.
 - $\circ~$ You will need to scan into PODD all required documentation for a Rebuilt boat.
 - You will not be able to Register the Homemade boat until the application has been approved by MVL.
 - b. Ocancel Title Application at any point of this process will delete all progress on this application.

1 Title Information	2 Vehicle Information	Seller Information	Buyer Information	Lien Information	Registration	Additional Information	3 Finalize
Title Action Mult	il-Transfer: No OYes	2.		Boat is Homemade -	Rebuilt	a.	I Due: \$9.00
⊗ Cancel Title Appli	b.						

3. You may return to this step and choose another Title Action by clicking CReset, however you will lose all data that has been entered.

1	2	3			6		8
Title Information	Vehicle Information	Seller Information	Buyer Information	Lien Information	Registration	Additional Information	Finalize
Title Action						Tota	al Due: \$9.0
Title A	Other 1st	▼ *		Boat is Homemade - Ro	ebuilt		
⊗ Cancel Title Applic	ation						

- 4. Fill out the Vehicle Information page and click either of the Continue buttons.
 - a. If the boat you enter does not have a HIN, or has an invalid HIN, you can request a State-Issued HIN and KAVIS will create it after checking out/finalizing the application.
 - b. The Occupant Capacity or the Weight Capacity is required, you do not have to have both.
 - c. Up to 4 Motors can be added by clicking Add Motor.

						> Continue
						Total Due: \$9.0
Boat Details						
	County of Dockage:	Select One	✓ ★		Vehicle has a	Situs Address
	Year:	*			Length Ft: *	
	Make:		*		Length In: 📉 *	
	Model:		*		Beam Ft: 📃 *	
	HIN:		*		Beam In: 📉 *	
	a ———	Request State-Issue	HIN	Occupa	ant Capacity: *0 *	sh.
	С. Туре:	Select One	*	Weig	ght Capacity: *	.
	Hull Material:	Select One	*	Numb	er of Toilets: 👘 \star	
	Engine Drive:	Select One	*		Toilet Type: Select One	~
	Propulsion:	Select One	* *		Primary Use: Select One	*
					Brand: Hail Damage	:d
Motor(s)						
						C. Add Mot
						Continue

5. A Seller is not required for this type of title, but if you have one, click Add Seller.

1 Title Information	2 Vehicle Information	3 Seller Information	4 Buyer Information	5 Lien Information	Registration	Additional Information Place On Hold > Cont	8 Finalize tinue
Seller Informatio	n					Total D	l ue: \$18.60
Add Seller							
⊗ Cancel Title Ap	plication						

6. Fill out the seller information and click **Add**.

eller Information			
Seller Name:	 *	Seller Address	
E-Mail Address:		Address 1:	*
Phone Number:		Address 2:	
		City:	*
		State- Select State V * Zin: *	
		Attn:	
		0	Cance

- - a. Click the b to view the Seller's information, you can also edit or remove the seller.
 - b. You may add another seller by clicking Add Seller

0	2	3	4		6	
Title Information	Vehicle Information	Seller Information	Buyer Information	Lien Information	Registration	Additional Information Finalize
Seller Information	1					Total Due: \$18.6
Andy Dwy	er					
Seller 1	Name: Andy Dwyer					
	Email:					
P Adı	hone: dress: 321 Main Stree Simpsonville, A	t \R 13946				C Edit Remove
Se	ller Notary Date:		7			
Add Seller	b .		7.			
Scancel Title App	blication					

8. Select Add a Buyer

Title Information	2 Vehicle Information	3 Seller Information	4 Buyer Information	5 Lien Information	Registration	7 Additional Information	
					-	Place On Hold > Con	tinue
						Total D	ue: \$16.
Buyer Information	n						
Add a Buyer							
	8.						

- 9. You can scan a Driver's License, or search by one of the other options in the dropdown menu.
 - a. If they are not a KAVIS customer, you may add them at this time by clicking
 Add New Customer.

1 Title Information	2 Vehicle Information	3 Seller Information	4 Buyer Information	5 Lien Information	Registration	Additional Information	Binalize
Driver's License N	Number:	Search	h By: Driver's License 1 Social Security N Individual's Name Organization's Na Customer Numbe Green Card Num Visa Number TTN Disabled Placard	Number mmber er fr ber Number		a. Øcancel Cl	Add New Customer Add New Customer Reset Q. Search

- 10. There are a few things to check on the Buyer Information Page before clicking > Continue.
 - a. An ownership connector (and/or) is required if there are two or more Buyers.
 - b. The **Pay All** button will appear if a buyer has any ad valorem delinquencies, allowing you to pay them either with this title application or in a separate transaction.
 - See the section titled 'Paying Delinquent Taxes with a Title Application' of the Boat Registration and Ad Valorem Manual for more information.
 - c. By clicking^O, you can deselect the specific Buyer.
 - d. The appears next to a customer if their customer profile contains errors.
 - $\circ\;$ You cannot continue without clicking on the icon and editing the necessary fields.
 - e. You may call your local PVA and they can quickly resolve the PVA issues that are needed to continue this application.
 - Click Check PVA to refresh and check if the issues have been resolved and to see if they have created any new delinquencies that need to be paid.
 - f. Enter the required Buyer Notary Date.
 - g. You may add additional buyers (only the first 2 will be printed on the title).
 - h. You may switch the positions of the owners by clicking 💿 .
 - i. If the application is put on hold, KAVIS will save the information to the Buyer's Customer Account Pages for 60 days.

Litle Information	Vehicle Information	Seller Information	Buyer Information	Lien Information	Registration	Additional Information	Fir
					Check PVA	Place On Hold > Con	tinue
				e.			
					i	. Total D	ue:
Buyer Informati	on	/ a.					
Ownership C	onnector: Select One	 ✓ 					
Pay Delingue		h					
i ay bennque	alley. 5 Pay All	ы.					
Primary Sec	ondary Customer ID	Customer Name	Delinquency				
~	001300075	RONALD SWANSON	JR Yes	0			
0	✓ 001171682	NORMA DAVIS	PVA	r 0 0			
Buyer Notary	Date:		/	d.			
Add a Buwer		f	e.				
Add a Buyer	g.						
Key							
🟴 = The Custo	mer Profile contains errors. S	elect flag to navigate to Cu	stomer Profile.				
PVA) = Vehicle t	ax or value incomplete, pleas	se see the PVA. be printed	I on the title.				
🏴 = The Custo	mer Account contains errors	s. Select flag to navigate t	o Customer Account.				

- 11. Once all of the information is correct, click > Continue.
 - a. Choose the ^{\$ Edit Pay All} button if you need to change the delinquency payment to 'pay now' instead of 'pay with application'.
 - For more information on paying taxes with an application, see the '<u>Paying</u> <u>Delinquent Taxes with a Title Application</u>'.
 - b. As fees are added and Ad Valorem taxes are selected to be paid with the application, the Total Due will be updated so you can keep the Customer informed of the amount due at check out.

1 Title Information	2 Vehicle Information	3 Seller Information	4 Buyer Information	5 Lien Information	Registration	Additional Information Place On Hold Con	Finalize
Buyer Informatio Ownership Co Pay Delinque	on onnector: AND ncy: \$ Edit Pay All	√ * a.				Total Du	e: \$242.07
Primary Sec Buyer Notary	Customer ID 001300075 001171682 Date: 06/07/2019	Customer Name RONALD SWANSON J AND NORMA DAVIS	Delinquency R Paying w/A Paying w/A	8 8			
Add a Buyer Key ✔ = The first tw	vo Buyers listed on the Title	Application will be printed	on the title.				
⊗ Cancel Title Ap	pplication						

12. Click Add Lien if you have one to enter.

a. If you do not have a lien to enter, click > Continue and skip to step 15.

1 Title Information	2 Vehicle Information	3 Seller Information	4 Buyer Information	5 Lien Information	Registration	Additional Information Place On Hole Contin	Finalize
Lien Informatio	on mer County of Residence	ce: BOONE				Total Due:	\$242.07
Add Lien	- 12.						
Scancel Title A	pplication						

- 13. If there is a lien, choose between Pending and Filed, depending on your office's business practice. This is also dependent upon your permission to File a lien, and the County of Residence of the Primary Buyer.
 - a. If you are filing the lien, your county is selected by default.
 - b. The checkboxes give you the choice of fees to charge.
 - c. Enter the necessary information and click **Add**.

1	2	3		5			-8
Title Information	Vehicle Information	Seller Information	Buyer Information	Lien Information	Registration	Additional Information	Finalize
						Place On Hold > Conti	nue
						Total Due	\$242
Lien Information							
Primary Ov	wner County of Resid	ence: BOONE					
	Lien: Select	13.				a.	
	Lien Status: Filed					· · · ·	
	Date Filed:	*		County F	led: BOONE		
Lienh	older Name:		*	Lien File Num	ber:	*	
	Address:				ity:		
	State: Masharia				Zin:		
	State. Kentucky	*			zip.		
	Comments:			I	Do not c	harge Lien Filling Fee ate Lien Filing Fee (\$2.00)	
				b.			
						Lien Filing Fee: \$22.00	
						Ø Car	icel
_							
⊗ Cancel Title Ap	plication						

- 14. Click the hext to the bank name to view the information entered.
 - a. You may edit or remove the lien.
 - b. You can add up to 2 liens per title.
 - \circ The order of the liens is important, the 1st will be given priority.
 - c. Click > Continue when you have added all liens to the title.

1	Title Information	Vehicle Information	Seller Information	Buyer Informatio	n Lien Infor	mation	Registration	Additional Information Place On Ho	Finalize
I,	Line Information							Total Du	e: \$264
	Primary Owner	County of Residence:	BOONE						
*	▼ 1st Bank		Lien File Number	: 654123	Date File	d: 06/11/2019		Filing Fee: \$22.00	
	Lien Status: File	ed	Lien File #: 654123	Date	Filed: 06/11/2019	County Filed:	BOONE	Lien f	1/2029
l	Address: 123 Comments:	8 Main Street	City: Simpso	nville	State: KY	Zip:	40067	a. C Edit	< Remove
L		-b.					Total Lien	Filing Fee Due: \$22.00	
	Add Lien								

15. Click Add Registration if applicable, or click > Continue .

Information Venicle Information Seller Information Buyer Information Lien Information Registration Additional Information Finalize Place On Hold Continue	The local sector with a sec	Mahlala Jafama di sa	0-11	Dana la farmation		Registration		
	Title Information	venicle information	Seller Information	Buyer Information	Lien Information	Registration	Place On Hold Continue	ize
							Place On Hold Continue	

16. Review the registration and click **Add**, then **Continue**.

1 Title Information	2 Vehicle Information Se	3 eller Information	4 Buyer Information	5 Lien Information	6 Registration	Additional Information Finalize
Registration						Total Due: \$264.07
Regis	tration Type: First time		Registration Le	ngth: Short-Term		Expiration Date: 04/30/2020
	F&W State Registration	n Fee \$17.50				
	RTIC State Registration	n Fee \$3.00				
	Clerk Registratio	n Fee \$6.00				
	Total Registration	Fees \$27.50				
						© Cancel 1 Add
Cancel Title A	Application					

17. You can come back to this step and remove the registration if necessary.

1 Title Information	2 Vehicle Information 5	3 Seller Information	4 Buyer Information	5 Lien Information	6 Registration	Additional Information Place On Hold > Contin	8 Finalize
Registration						Total Due	: \$291.57
Regist	tration Type: First time	Expiration Da	te: 04/30/2020				
F	&W State Registration Fee	\$17.50					
K	YTC State Registration Fee	\$3.00					
	Boat Safety Fee	\$1.00					
	Clerk Registration Fee	\$6.00					
	Total Registration Fees	\$27.50				× Re	emove
⊗ Cancel Title	Application						

- 18. On the Additional Information Page, you may request an extra review by MVL, please include any useful comments.
 - a. A Date of Purchase and Purchase Price are required unless the Use Tax Description is 'No Sale'.
 - b. If a Motor Price was added on the Vehicle Information step, it will be added to the Purchase Price to give you the Total Purchase Price.
 - c. The Use Tax Description has several options, the following require additional info:
 - The Resale Exemption requires the Tax ID.
 - The Non-Profit/Government Agency Exemption option requires a Purchase Number.

1 Title Information	2 Vehicle Information	3 Seller Information	4 Buyer Information	5	6 Registration	7 Additional Information	Binalize
						Place On Hold Continue	
Additional Information						Total Du	e: \$291.57
Date of Purch	Purchase: 06/21/2019	a.		Add Trade-In			
Moto Total Purch Use Tax Di	or(s) Price: \$150.00 nase Price: \$1.650.00 Select One escription: Use Tay P	b.	,c.				
Do you need Extra Review	v by MVL? Non-Profit No Sale	om Individual to Individual emption /Gov Agency Exemption					
18.							
					I	Use Tax Amount: \$0.00	
⊗ Cancel Title Applicatio	n						

- 19. Review the Finalize Title Application Page. If anything is red, click on either the bubble at the top or the warning itself to be taken to the page that needs attention.
 - a. You will not be able to move to the shopping cart if all necessary info is not entered
 - b. When all necessary data is entered, click Add To Cart and check out as normal.

*Reminder: you can place the Title Application on hold (and KAVIS will save the information to the Customer Account Page for 60 days) if you are not able to finalize it at the moment.

Information	Vehicle Information	Seller Information	Buyer Information	Lien Information	Registration	Additional Information Place On	Finaliz
Finalize Tit	e Application					Total Due:	\$291.57
1. Tit	le Action - Other 1st						
2. Ve	hicle Information						
		Com	مئمار				
		CNo Delinguent Taxes	Owed				
		County of Dockage Co	omplete				
		Motor(s) Information C	Complete				
3. Sel	ller Information						
	Seller 1	CName and Address Co	omplete				
4. Bu	yer Information						
Owners	hip Connector : AND	COwnership Connector	Complete				
		CNotary Date Complete	6				
	Buyer 1 DAVIS, NORMA	CRequired Fields Comp	lete				
		Master Record Check	Complete				
		CNo Delinquent Taxes					
		CAd Valorem Checks C	omplete				
Buyer	2 SWANSON, RONALD JR	CRequired Fields Comp	lete				
		CMaster Record Check	Complete				
		CNo Delinquent Taxes					
		CAd Valorem Checks C	omplete				
5. Lie	en Information						
	Lien 1 1st Bank F	iled					
		CLien Information Con	nplete				
6. Re	gistration	-					
		CRegistration Complete					
7. Ad	ditional Information					20.	
		CAdditional Information	Complete			20.	

- 20. Click **Print Preview** and you can print the new title application already filled out with information that you entered during the application process.
 - a. This is not required, just a convenience.

Information	Mobilele Information	College Inform	De De Comercia de	on Information	I have been sensed in		Desistantian	A shift a seal hafe	and the second second	Finaliz
Information	Vehicle Information	Seller Inton	nation Duy	er information	Lien Informatio	on	Registration	Additional Int	Place On Ho	P mana
									Total Due:	\$291
int renen										
			Kent	ucky Transport	ation Ca	abinet				TC 96-18
			Divisio	on of Motor Ve	hicle Lic	ensing			R	ev: 5/20.
-										
KRS 186A.990 s Any person who	tates: Any person who know violates any of the provisio	Motor Boat	Transaction	Record/Applicat se or erroneous information tions adopted under this ch	tion for R	Registratio	n and/or to the penalties in fifty dollars (\$	Title of forgery in the secon 50) nor more than two	d degree; KRS 23 hundred dollars (\$	5.990 state 200).
KRS 186A.990 s Any person who Check the ty If Duplicate is	tates: Any person who know violates any of the provisio pe of application der s checked, the origin	Motor Boat	transaction I sts to the entry of fai administrative regula ate Update Title is: Los	Record/Applicat se or erroneous information tions adopted under this of KY Transfer at Destroyed [tion for F nupon this form apter shall be Out-of-Stal	Registration n will be subject fined not less the te Transfer d] Illegib	in and/or to the penalties in fitty dollars (\$ First Time le Other	Title of forgery in the secon 50) nor more than two a Salvage	d degree; KRS 233 hundred dollars (\$ Rebuilt 🔲 T	5.990 state 200). Title Only
KRS 186A.990 s Any person who Check the ty If Duplicate is Section 1:	tates: Any person who know idelates any of the provision per of application det is checked, the origin PLE VESSEL IDENTI	Motor Boat wingly enters or alth ns of this chapter or sired: Duplic hal Certificate o ASE NOTE: T FICATION SE	Transaction I sts to the entry of fal administrative regula ate Update Title is: Los HE ORIGINAL CTION (See	Record/Applicat se or erroreous information tions adopted under this of KY Transfer to Destroyed [DF THIS FORM MU Reference Page fi	tion for F nupon this form apper shall be Out-of-Stal Damage ST BE COI or field val	Registration n will be subject fined not less that te Transfer [d] Illegib MPLETED IN lues)	n and/or to the penalties in fifty dollars (\$ First Time First Time B DUE OR	Title of forgery in the secon 50) nor more than two a Salvage r BLACK INK.	d degree; KRS 231 hundred dollars (S Rebuilt 🗌 T	5.990 state 200). Title Only
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KRS 186A.990 s Any person who Check the ty If Duplicate is Section 1: Previous Title I Pleasure Primary Opera	tates: Any person who kay violates any of the provise pe of application ders s checked, the origin PLE VESSEL IDENTI Number St tion (Boat Use)	Motor Boat wingly enters or all ns of this chapter or sired: Duplic hal Certificate or CASE NOTE: T FICATION SI RY ato <u>Air boa</u> Vessel Typ	Transaction I sis to the entry of fail administrative regular ate Update Title is: Update E ORIGINAL CTION (See KY# to 0	Record/Applical se or enconceus information tenne adopted under blic C Y Transfer i V Transfer st Destroyed [OF THIS FORM MU Reference Page fi Hull Identific Wooden HULL Material	tion for F nupon this form appler chail be Out-of-Stat Damage ST BE COI or field val ation (HIN)	Registration n will be subject fined not less that te Transfer d Illegib MPLETED II lues) Outboard ngine Drive	n and/or to the penalties in fitly dollars (S First Time I BLUE OR 1985 Year	Title of longery in the secon 50) nor more than two by Salvage BLACK INK. Honda Make Water Jet Propulsion	d degree; KR\$ 23 hundred dollars (\$ Rebuilt T Rebuilt Rebuilt Rebuilt Rebuilt T Rebuilt Rebuilt	5.990 state 200). itle Only at odel Dockage
KRS 106A 590 s Any person who Check the ty If Duplicate is Section 1: Previous Title Pleasure Primary Opera Diesel	Mates: Any person who kee view of the provisio pe of application de: s checked, the origin PLE VESSEL IDENTI Number St tion (Boat Use) 15, 2	Motor Boat wingly enters or athe ne of this chapter or sired: Duplic hal Certificate of ASE NOTE: T FICATION SI RY ato <u>Air boa</u> Vessel Typ	Transaction I sis to the entry of tail administrative regular ate Update Update Title is: Los HE ORIGINAL CTION (See KY# t e 35, 2	Record/Applical se or encreases information sectore under his of KY Transfer KY Transfer KY Transfer CFTHIS FORM MU Reference Page fr Hull Identific Rooden HULL Material 12	tion for F nupon this formapter shall be Out-of-Stal Damage ST BE COI or field val ation (HIN)	Registration n will be subject fined not less that te Transfer d Illegib MPLETED IN Iues) Outboard rgine Drive 548	n and/or to the penalties in fifty dollars (S First Time I BLUE OR 1985 Year	Title of forgers in the second 50) nor role than two be a salvage of BLACK INK. Honda Marke Water Jet Propulsion 0	d degree; KR\$ 23 hundred dollars (\$ Rebuilt T Rebuilt T Bo M BC County of	at Dockage
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21. At the bottom of the print preview page, you can Print and Add To Cart .

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*The 'Editing a Title Application from the Shopping Cart' section of the Title Application Additional Information Manual may be helpful if you need to change something after this point. Also, reference the the Point of Sale Manual for info on Checking Out from the Shopping Cart.

- 22. If a new state-issued HIN was requested, after the application has been checked out, the Transaction Summary will have the new HIN.
 - a. Clicking the Title, KY, or HIN #s will take you to the Vehicle Summary Page.
 - b. 🔄 will allow you to reprint the PODD receipts and any decals if necessary.
 - c. unit will print the application, including the new title number and HIN, if requested.
 These 2 buttons are available for 14 days after the transaction is complete.

Transaction ID: 033415069	Transaction Date:	06/21/2019						
eceipt Number: LPJ190621	144533 Date Paid:	06/21/2019						
Customer ID: 001171682								
(Items: 25) (Vehicles: 1)								
			а.					
← « 1 2 »	\rightarrow					Filter	b.	۹
Item Description			🖌 🗡		Qty	Price	Amount	
KAVIS 1985 Honda Boat		Title #: 19172008500	1 KY #: KY0900P	L HIN: KYZ03747C919				ê 🛯
Clerk Lien Fee					1	2.00	\$2.00	
1987 DXF BASS			KY #: KY0540F	8				
Ad Valorem Ta:	<, 2019				1	7.82	\$7.82	
Clerk Lien Fee					1	2.00	\$2.00	
1988 PLAYBUOY OPE	N		KY #: KY0695B	D				
Ad Valorem Ta:	<, 2019				1	14.52	\$14.52	
Clerk Lien Fee					1	2.00	\$2.00	
				Customer Total:			\$291.57	
				Sub Total:			\$291.57	
				Total:			\$291.57	
				Cash Payment:			\$291.57	-
Reprint / 🖂 E-mail 🛛 🛱 Pr	review						Modify Re	eceipt 🕑 Done

23. From the new Vehicle Summary Page, the Vehicle Information section will include the new HIN.

✓ Vehicle Information		
		Update
Year: 1985	Make: Honda 23. Model: Boat	
KY Number: KY0900PL	HIN: KYZ03747C919	

24. If you chose the 'Boat is Homemade-Rebuilt' checkbox, this will result in the 'Rebuilt' brand displayed in the Vehicle Attributes section of the Vehicle Summary Page.

ehicle Attributes				
County of Dockage:	HARLAN			
Boat Type:	Cabin Motorboat	Hull Material:	Wooden	
Engine Drive:	Outboard	Propulsion:	Other	
Length:	65' 2"	Beam:	32' 2"	
Occupant Capacity:	132	Weight Capacity:		
Number of Toilets:	0	Toilet Type:		
Primary Use:	Pleasure	Number of Motors:	° 23.	
		Brand:	Rebuilt	

New Salvage Titles

The following sections are how to issue a salvage title for a boat that is new to KY.

- Salvage titles cannot be registered; they are to be issued to boats that are no longer functional on water, while they are being repaired prior to applying for a Rebuilt Title.
- Unlike salvage applications that are starting with a current KY title, these will go to your title application queue and follow the same path of being approve by Motor Vehicle Licensing.

Salvage-Certificate of Origin

This is for boats that have been purchased by a Kentucky resident or Organization from a Kentucky Dealer, an out-of-state dealer, or another retail store.

1. From a Customer Account Page, click on the New Title button.

ARRIS, MICHAEL ALL st #:000291650	Edit View Unmerge	Action Center					
71 EAST BEND RD	Notes	\$ Ad Valorem taxes are past due for 2	vehicles. The total amount past due is \$877.84.				
REINGTON, KY 41005 one: (606) 586–4898	Financial History	Customer has 2 vehicles ready for F	Customer has 2 vehicles ready for Registration Renewal.				
/ehicles							
Boats (2)	Renew All (2) Renew Selected (0)		New Title Switch to List View				
🗲 🗧 🖇 🔞	P 🗌 🕰	📱 💲 🔞 🛛 Р 🗌					
	Y KY0286PB 1994	SPECTRUM 18 SPORT KY0145MD					
1999 BASS TRACKER GRIZZL	11102001 D 1001						
1999 BASS TRACKER GRIZZL Title#: 991440080038	Active - Title Issued Title#	951100080078 Active - Title Issued					
1999 BASS TRACKER GRIZZL Title#: 991440080038 Out-of-state	Active - Title Issued Title# Reg: Expired Origin	951100080078 Active - Title Issued al Reg: Expired					
1999 BASS TRACKER GRIZZL Title#: 991440080038 Out-of-state	Active - Title Issued Title# Reg: Expired Origin	951100080078 Active - Title Issued al Reg: Expired Manage - Title - View					

- From the Title Action dropdown, select 'Salvage-Certificate of Origin' and choose the Dealer Type from the options before clicking > Continue.
 - a. Select the 'Buyer is an Insurance Company' checkbox if it applies.
 - b. **Cancel Title Application** at any point of this process will delete all progress on this application.

1	2	•		5	.			3
Title Information	Vehicle Information	Seller Information	Buyer Information	Lien Information	Registration	Additional Information	Fina	alize
Title Action						Tota	I Due:	\$9.00
Multi-	Transfer: No OYes	ficate of Origin		uver is an Insurance C	ampany	۱.		
2.	ler Type: O Kentucky E	ealer/Manufacturer O	Dut of State Dealer/Manufa	acturer O Other, Not a Ke	entucky Dealer \star			
	b							
Cancel Title Applic	ation							

3. You may return to this step and choose another Title Action by clicking CResel, however you will lose all data that has been entered.

Title Informat	ion Vehicle Information	Seller Information	Buver Information	Lien Information	Registration	Additional Information	
	CITCLE INFORMATION	ocaci mornatori		ELCH MOMBION	regionation	> Con	tinue
						T -1-	
Title Action						Tota	Due: \$9
	Multi-Transfer: No OYes						
	Title Action: Salvage - Cer	ificate of Origin 🔽 \star	E	uyer is an Insurance C	ompany		
	Dealer Type: Kentucky I	Dealer/Manufacturer 🔘 🔾	Out of State Dealer/Manufa	acturer 🛛 Other, Not a Ke	ntucky Dealer 🖌		
	~ ~	C Reset					
	3.	S Reset					

- 4. Fill out the Vehicle Information page and click either of the Continue buttons
 - a. If the boat does not have a HIN, or has an invalid HIN, you can request a State-Issued HIN and KAVIS will create it after checking out/finalizing the application.
 - b. The Occupant Capacity and/or the Weight Capacity is required, you do not have to have both.
 - c. Select the checkbox if the boat has hail and/or water damage.
 - d. You can also add a Motor here by clicking Add Motor .

					0		0
Title Information	Vehicle Information	Seller Information	Buyer Information	Lien Information	Registration	Additional Information	Finali
						Total Du	e: \$9.0
oat Details							
	County of Dockage:	Select One 💌 *				Vehicle has a Situs Address	5
	Year:	*			Length Ft:	•	
	Make:	*			Length In:	*	
	Model:	*			Beam Ft:	*	
	HIN:	*			Beam In:	*	
	u.	Request State-Issued HIN			Occupant Capacity:	— *° > b.	
	Boat Type:	Select One V			Weight Capacity:	*0	
	Engine Drive:	Select One			Number of Toilets:	*	
	Propulsion:	Select One			Toilet Type: Primary Use:	Select One V	
					Brand:	Hail Damaged Water [)amaged
Motor(s)						\sum_{i}	
							+ Add Mot
						> Cor	itinue

5. Click Add Seller

a. Placing the Title Application on hold will save the information to the Customer Account Page for 60 days, after which it will be deleted.

nformation Seller	Information E						-
		Buyer Information	Lien Information	Registration	Additional Information	on f	Finalize
					Place On Hold	> Continue	J
				a. –	1	otal Due:	\$21.00
						otal Duc.	ψ21.00
					a 4	a.	a. Total Due:

- 6. Search for the Seller's Account and click Q Search.
 - a. If you picked KY Dealer in the 1st Title Information Step, you will only be able to choose from Dealers that are already KAVIS customers.

1 Title Information	2 Vehicle Information	3 Seller Information	4 Buyer Information	5 Lien Information	Registration	Additional Information	
		Search	h By: Dealer	V			
Dealer:							
Dealer Number: FEIN:)					
						O Cancel 🖸 🕄	Rese Q Search

 If you selected an 'Out of State Dealer' or 'Other, Not a KY Dealer' in the 1st Title Information Step, you will need to manually enter their information and click Add.

1 Title Information	2 Vehicle Information	3 Seller Information	4 Buyer Information	5 Lien Information	Registration	Additional Information Place On Hold > Cor	Finalize
Seller Information						Total	Due: \$9.0
Seller Nam E-Mail Addres Phone Numbe	e:		*	Seller Address Address 1:		*	
				City: State: Select S	tate 💌 *	× Zip: *	
						Ø Car	nc I 👤 Ad
Ocancel Title Applic	cation						

- 8. If you chose KY Dealer in the Title Information Step, enter the Seller Notary Date (if you have it) and click > Continue.
 - a. Clicking the b will allow you to remove the Seller and search for another.

	1	-2	3	4	5	0	
Title Inf	formation	Vehicle Information	Seller Information	Buyer Information	Lien Information	Registration	Additional Information Fina
							Total Due: \$
Selle	er Information						
•	YAMAHA OF	LOUISVILLE					
	Customer	ID: 001314664					
	Dealer Nar	me: YAMAHA OF LO	UISVILLE				
	Dealer Numb	er: KY1021D					a. 🔸 🗙 Remo
	Seller	Notary Date:					
			0	•			
0.0							

- 9. If you chose 'Out of State Dealer' or 'Other' in the Title Information Step, clicking the will allow you to edit or remove the Seller and search for another.
 - a. Enter the Seller Notary Date if you have it and click > Continue.

			5			2	1
Final	Additional Information Place On Hole Con	Registration	Lien Information	Buyer Information	Seller Information	Vehicle Information	Title Information V
IDue: \$	Total						Seller Information
							Bob's Boats
						ne: Bob's Boats	Seller Name
a						ail: ne:	Email
× Remov	🕑 Edit				s 46215	123 Main Street Simpsonville, KS	Address
					а.	Notary Date:	Seller N
					a.	Notary Date:	Seller N

- 10. The Customer's information will be on the Buyer Information Page.
 - a. You can add another Buyer by clicking Add a Buyer (only the first 2 will appear on the title).

1 Title Information	2 Vehicle Information	3 Seller Information	4 Buyer Information	5 Lien Information	Registration	Additional Information Place On Hold > Continu	8 Finalize
Buyer Informatio						Total Due	: \$21.00
Primary Sec	ondary Customer ID 000291650	Customer Name MICHAEL ALL HARRIS	Delinquency Yes	8			
Add a Buyer Key ✓ = The first tw	a.	Application will be printed o	n the title.				
⊗ Cancel Title Ap	pplication						

- 11. There are a few things to check on the Buyer Information Page before clicking > Continue.
 - a. An ownership connector (and/or) is required.
 - b. The ^{S Pay All} button will appear if a buyer has any ad valorem delinquencies, allowing you to pay them either with this title application or in a separate transaction.
 - See the section titled 'Paying Delinquent Taxes with a Title Application' of the Boat Registration and Ad Valorem Manual for more information.
 - c. By clicking^O, you can deselect the specific Buyer.
 - d. Pappears next to a customer if their customer profile contains errors.
 - $\circ\;$ You cannot continue without clicking on the icon and editing the necessary fields.
 - e. You may call your local PVA and they can quickly resolve the PVA issues that are needed to continue this application.
 - Click Check PVA to refresh and check if the issues have been resolved and to see if they have created any new delinquencies that need to be paid.
 - f. Enter the required Buyer Notary Date.
 - g. You may add additional buyers (only the first 2 will be printed on the title).
 - h. You may switch the positions of the owners by clicking ¹.
 - i. If the application is put on hold, KAVIS will save the information to the Buyer's Customer Account Pages for 60 days.

	2	3		5	6		-8
Title Information	Vehicle Information	Seller Information	Buyer Information	Lien Information	Registration	Additional Information	Finaliz
					Check PVA	Place On Hold > Cont	nue
				e.			
						i. Total D	.e: \$2
Buyer Informatio	n	a.					
Ownership Co	nnector: Select One	→ *					
Pay Delinquen		h					
r uy bennquen	Sy. S Pay All	υ.					
Primary Seco	ndary Customer ID	Customer Name	Delinquency				
~	000291650	MICHAEL ALL HARRIS	Yes	0 C.			
	001381017	MARK CONNAIRE	PVA	C C			
Buyer Notary D)ate: 🛛 🔹	:	1	d			
Add a Buver		f.	e.	а.			
	g .						
Key							
(PVA) = Vehicle ta	ax or value incomplete, ple	ease see the PVA.					
\bigcirc	Ruwere listed on the Title	Application will be printed	on the title.				
✓ = The first two	Duyers listed off the Thie						

- 12. Once all of the information is correct, click > Continue .
 - a. Choose the ^{\$ Edit Pay All} button if you need to change the delinquency payment and pay their taxes separately from the application fee.
 - For more information on paying taxes with an application, see the 'Paying Delinquent Taxes with a Title Application'.
 - b. As fees are added and ad valorem is chosen to be paid with the application, the Total Due will be updated so you can keep the Customer updated.

0	2	3	4	5			
le Information	Vehicle Information	Seller Information	Buyer Information	Lien Information	Registration	Additional Information	Finalize
						Place On Hold > Cont	inue
	_					Total Du	e: \$577.
Buyer Informatio	on						h
Ownership Co	onnector: AND	 * 					. .
Pay Delinguer		—а.					
Pay Delinquer	ncy: \$ Edit Pay All	a .					
Pay Delinquer Primary Seco	ncy: \$ Edit Pay All 🗲 ondary Customer ID	a. Customer Name	Delinquency				
Pay Delinquer	ncy: \$ Edit Pay All ondary Customer ID 000291650	Customer Name	Delinquency S Paying w/A	8			
Pay Delinquer	ncy: S Edit Pay All ondary Customer ID 000291650 O01381017	a. Customer Name MICHAEL ALL HARRI AND MARK CONNAIR	Delinquency S Paying w/A RE Paying w/A	8			
Pay Delinquer Primary Seco to the second sec	ncy: \$ Edit Pay All ondary Customer ID 000291650 001381017 Date: 05/07/2019	a. Customer Name MICHAEL ALL HARRI AND MARK CONNAIF	Delinquency S Paying w/A RE Paying w/A	8 8			
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Pay Delinquer Primary Secc Buyer Notary I Add a Buyer Key The first two	ncy: S Edit Pay All ondary Customer ID 000291650 001381017 Date: 06/07/2019 *	a. Customer Name MICHAEL ALL HARRI AND MARK CONNAIR Application will be printed	Delinquency S Paying w/A RE Paying w/A	© ©			

- 13. If there is a lien, choose from either Pending or Filed from the Lien Status dropdown menu, enter the necessary information and click **Add**.
 - a. If your County is the Primary Owner's County of Residence, you will be able to file a lien, otherwise, Pending will be your only option.
 - b. The checkboxes give you the choice of fees to charge.

0	2	3			6		
Title Information	Vehicle Information	Seller Information	Buyer Information	Lien Information	Registration	Additional Information	Finalize
Lien Information	on					Total Due	\$577.47
Primary Ov	wner County of Residend	ce: BOONE					
Add Lien 🗲	- 13.						
⊗ Cancel Title	Application						

14. If there is a lien, choose from either Pending or Filed from the Lien Status dropdown

menu, enter the necessary information and click Add.

- a. If you are filing the lien, your county will be chosen.
- b. The checkboxes give you the choice of fees to charge.

						Place On Hold > Cont	inue
						Total Due	\$577.
Lien Information	unter of Devidence	- BOONE					
Primary Owner Co	ounty of Residence	e: BOONE					
Lien	Status: Filed	4 14.				a.	
Dat	te Filed:	*		County Fil	ed: BOONE	*	
Lienholde	r Name:		*	Lien File Numb	er:	*	
A	ddress:		*	с	ity:	*	
	State: Kentucky	*		2	Sip:	*	
Con	nments:				Do not cha	arge Lien Filling Fee	
				b.	Charge La	te Lien Filing Fee (\$2.00)	
					L	ien Filing Fee: \$22.00	
						Ø Cano	

15. Click the hext to the bank name to view the information entered.

- a. You may edit or remove the lien.
- b. You can add up to 2 liens per title.
 - The order of the liens is important, the 1st will be given priority.
- c. Click > Continue when you have added all liens to the title.

Title Information	Vehicle Information	Seller Information Buy	4 ver Information Lien Infor	mation Registration	Additional Information Fin
Lien Informatio	n				Total Due: \$59
Primary Ow	ner County of Residence	BOONE			
🔷 🔻 2nd bank		Lien File Number: 654	4789 Date File	ed: 06/13/2019	Filing Fee: \$22.00
Lien Status:	Filed	Lien File #: 654789	Date Filed: 06/13/2019	County Filed: BOONE	Lien Expires: 06/13/202
Address: Comments:	321 main Street	City: Simpsonville	e State: KY	Zip: 40067	🖸 Edit 🗙 Remov
	b.			Total Lien	Filing Fee Due: \$22.00 a.

- 16. On the Purchase Information Step, a Date of Purchase and Purchase Price are required.
 - a. The Use Tax Description has several options depending on the Dealer Type chosen in the 1st Title Information Step.
 - \circ The Non-Profit Exemption option requires a Purchase Number.

Use Tax Descript	on: Non-Profit Exemption	~
Purchase Num	ber: 🔭 🖈	

- b. Click Add Trade-In, enter the Trade-In Value and ID# (HIN).
 - The value will automatically be subtracted from the Total Purchase Price.
- c. You may request an extra review by MVL.
 - Select a reason from the dropdown menu and include any useful comments.

1 Title Information	2 Vehicle Information	3 Seller Information	4 Buyer Information	5 Lien Information	Registration	7 Additional Information Place On Hold () Contin	8 Finalize
Additional Inform	nation			b	•	Total Due:	\$599.47
Totz Use Do you need Extra C.	Date of Purchase: Purchase Price: 0 Motor(s) Price: \$0.00 al Purchase Price: \$0.00 al Purchase Price: \$0.00 a Tax Description: Selec Use 1 A Review by MVL: No Si pomments for MVL: No Si	t One. ax Previously Paid to DO Yroffl/Gov Agency Exempt te Transaction from Kentu ale	a. R lon Lcky Dealer	Add Trade-In Vehicle Type Boat	Trade-In Value 0.00	identification # 1 1	
)		U	se Tax Amount: \$0.00	
⊗ Cancel Title Ap	plication						

- 17. Review the Finalize Title Application Page. If anything is red, click on either the bubble at the top or the warning itself to be taken to the page that needs attention.
 - a. You will not be able to move to the shopping cart until all necessary info is entered.
 - b. When all necessary data is entered, click Add To Cart and check out as normal.

*Reminder: you can place the Title Application on hold (and KAVIS will save the information to the Customer Account Page for 60 days) if you are not able to finalize it at the moment.

	Mahida Information	Collect Information	Drawa laformation		Desidentian	Additional Information	Einaliz
e intormation	venicle information	Seller Information	Buyer Information	Lien information	Registration	Additional Information Place O	n Hold
						Total Due	\$599.47
Finalize Title	Application						
1. Title	e Action - Salvage - Certi	ficate of Origin					
2. Veh	icle Information						
		CRequired Fields Com	plete				
		CNo Delinquent Taxes	Owed				
		County of Dockage C	omplete				
		Motor(s) Information	Complete				
3. Sell	er Information						
		Seller Information Co	mplete				
4. Buy	er Information						
Ownersh	ip Connector : AND	COwnership Connecto	r Complete				
		CNotary Date Complet	e				
Buyer	1 HARRIS, MICHAEL ALL	CRequired Fields Com	plete				
		CMaster Record Check	k Complete				
		CNo Delinquent Taxes					
		CAd Valorem Checks (Complete				
E	Buyer 2 CONNAIRE, MARK	CRequired Fields Com	plete				
		Master Record Check	k Complete				
		CNo Delinquent Taxes					
		CAd Valorem Checks (Complete				
5. Lier	n Information						
	Lien 1 2nd Bank F	iled					
		CLien Information Co	mplete				
6. Reg	istration						
7. Add	litional Information					10	
		CAdditional Information	n Complete			10.	
-	and the state of the				-		

- 18. Click **Print Preview** and you can print the new title application already filled out with information that you entered during the application process.
 - a. This is not required, just a convenience.

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e information	venicle information	Seller	tormation Buye	r intormation La	an information	n Registration	Additional	intormation	
								Place On H	old
	_							Total Due:	\$599
Print Previ	ew								
			Ken	tucky Transporta	ation Ca	binet		TC	96-18
_	and a second		Divisi	on of Motor Ve	hicle Lic	ensing			
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	/	Motor F	lost Transaction	Record (Applicat	on for P	odistration and/o	r Titlo		
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19. At the bottom of the print preview page, you can Print and Add To Cart .

				(NOTE: If neither box is	is checked, the transfe	er shall require both	signatures.)
Name of Second Transf	oror/Pollor			CONNAIRE	force/Owner/Buser		DUCON/EED ID#
Name of Second Transi	elondellel			Name of Second Trans	reree/Owner/Buyer		DESSIVEED IDW
400 N ENGLISH ST	ATION RD			8971 EAST BEND I	RD		
Maining Address				maining Address			
Home Address (if differe	nt from above)			Home Address (if differ	rent from above)		
LOUISVILLE	JEFFERSON	KY	40223	BURLINGTON	BOONE	KY	41005-8617
City	County	State	Zip	City	County	State	Zip
Email address		(502 Phone # (() 254-1188 (with area code)	Citizenship of Primary A	Applicant	M Sex	6/30/1946 Date of Birth
Veneral Cala Drive C1	50.00						(606) 699-5776
Vessel Sale Price \$1,0	50.00			Email address		Pho	ne # (with area code)
				Transforce/Owner/Buy	ver Signature		
Transferor/Seller Sign:	ature						
Transferor/Seller Signa	ature			manaleree/Owner/Du			
Transferor/Seller Signa	ature			Transferee/Owner/Bu	ver Signature		
Transferor/Seller Signa	ature			Transferee/Owner/Bu	yer Signature	/	
Transferor/Seller Signa Transferor/Seller Signa Subscribed and attested bet	ature	my commission ex	pires//	Transferee/Owner/Buy Subscribed and attested be	yer Signature efore me this date/	_/ my commiss	ion expires//
Transferor/Seller Signa Transferor/Seller Signa Subscribed and attested bet Attesting Official/Notary Sign	ature iore me this date// nature/Title	my commission ex	pires//	Transferee/Owner/But Subscribed and attested be Attesting Official/Notary Si	yer Signature efore me this date/	_/ my commiss	ion expires//
Transferor/Seller Signa Transferor/Seller Signa Subscribed and attested bel Attesting Official/Notary Sign Section 6: Count	ature ature ore me this date// nature/Title y Clerks Use Only	my commission ex	pires//	Transferee/Owner/But Subscribed and attested be Attesting Official/Notary Si	yer Signature efore me this date/ ignature/Tifle	_/ my commiss	ion expires//
Transferor/Seller Sign: Transferor/Seller Sign: Subscribed and attested bel Attesting Official/Notary Sign Section 6: Count Type of Application:	ature ature ore me this date// nature/Title y Clerks Use Only	my commission ex	pires//	Transferee/Owner/Buy Subscribed and attested be Attesting Official/Notary Si	yer Signature efore me this date/ ignature/Title	_/ my commiss	ion expires/
Transferor/Seller Sign: Transferor/Seller Sign: Subscribed and attested bel Attesting Official/Notary Sign Section 6: Count Type of Application: I certify that the lien india	ature ature ore me this date// nature/Title y Clerks Use Only cated to be filed has been noted	my commission ex	pires / / Issuance: stem and that a title will	Transferee/Owner/Buy Subscribed and attested be Attesting Official/Notary Si	yer Signature efore me this date/ ignature/Tife Title Number: If financing statement and	_/ my commiss	ion expires//
Transferor/Seller Signa Transferor/Seller Signa Subscribed and attested bet Attesting Official/Notary Sign Section 6: Count Type of Application: I certify that the lien india	ature ature ore me this date// nature/Title y Clerks Use Only cated to be filled has been noted	my commission ex	ipires// Issuance: stem and that a title will	Transferee/Owner/Buy Subscribed and attested be Attesting Official/Notary Si	yer Signature sfore me this date/ ignature/Tifle Title Number: If financing statement and	_/ my commiss	ion expires//
Transferor/Seller Sign Transferor/Seller Sign Subscribed and attested bel Attesting Official/Notary Sign Section 6: Count Type of Application: Teertify that the lien indit Clerk Signature:	ature ature ore me this date//_ nature/Title y Clerks Use Only cated to be filed has been noted	my commission ex	pires// Issuance: stem and that a title will	Transferee/Owner/Buy Subscribed and attested be Attesting Official/Notary Si II be withheid for 30 days, or unit County:	yer Signature sfore me this date/ ignature/Title [ignature/Title Number: If Ifnancing statement and	_/ my commiss fees required are receiv Date:	ion expires//
Transferor/Seller Sign. Transferor/Seller Sign. Subscribed and attested bet Attesting Official/Notary Sig Section 6: Count Type of Application: I certify that the lien india Clerk Signature: DO	NUTE There this date//_ Tabure/Title Y Clerks Use Only Clerks Use only There has been noted NOT ACCEPT TITLI	Date of	Ipires//	Transferee/Owner/Buy Transferee/Owner/Buy Subscribed and attested be Attesting Official/Notary Si Be withheld for 30 days, or unit County: NG ANY ERASURES	yer Signature efore me this date/ ignature/Tife Title Number: If financing statement and S, ALTERATION,	_/my commiss fees required are receivDate: OR MUTILATI	ion expires//
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Transferor/Seller Sign. Transferor/Seller Sign. Subscribed and attende bel Attesting Official/Notary Sig Section 6: Count Type of Application: Terrify bat the lien indi- Clerk Signature: DO	sture sture ore me this date// stature/Title y Clerks Use Only cated to be filed has been noted NOT ACCEPT TITL!	Date of Into the automated sys	pires//	Transferee/Owner/Buy Subscribed and attested be Attesting OfficialNotary Si II be withheld for 30 days, or unit County:	yer Signature sfore me this date/_ ignature/Tife Title Number: It linancing statement and S, ALTERATION,	/my commiss fees required are receiv Date: OR MUTILATI	don angless _/ _ /
Transferor/Selier Sign. Transferor/Selier Sign. Subscribed and atteided bet Attesting Official/Notary Sign Section 6: Count Type of Application: Toerity that the lien india Clerk Signature: DO	sture ture ture tore me fris date// aname/Trite y Clerks Use Only atted to be filed has been noted NOT ACCEPT TITLI	ny commission ex	pires//	Transfered OwnerBu Transfered OwnerBu Subscribed and attested be subscribed and attested be desting Official/Noticy Si be withheld for 30 days, or unit Countly : Countly : NG ANY ERASURES	yer Signature afore me this date /_ ignature/Tife Title Namber: If leancing statement and S, ALTERATION,	/ my commiss fees required are receiv Date: OR MUTILATI	ation applies _ / _ / red, whichever securs first. ONS.
Transferor/Seller Sign. Transferor/Seller Sign. Subscribed and attested bet Attesting Officialitetary Sign Section 6: Count Type of Application: Lorify that the lien hidd Clerk Signature: DO	sture	Date of i Date of i Date of i Date of i Date of i Date of i	Issuance: Issuance: Issuance and that a title will	Transfereel Owner/Bug Subscribed and antested of Attesting Officialitotary St It is withheid for 30 days, or until Country NG ANY ERASURES	yer Signature slove me this date / ignature/Tite Title Number: It financing statement and S, ALTERATION,	_/ my commiss	closs Preview Coss France
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*The 'Editing a Title Application from the Shopping Cart' section of the Title Application Additional Information Manual may be helpful if you need to change something after this point. Also, reference the the Point of Sale Manual for info on Checking Out from the Shopping Cart.

- 20. If a new state-issued HIN was requested, after the application has been checked out, the Transaction Summary will have the new HIN.
 - a. Clicking the Title, KY, or HIN #s will take you to the Vehicle Summary Page.
 - b. 😫 will allow you to reprint the PODD receipts and any decals if necessary.
 - c. Solution will print the application, including the new title number and HIN, if requested.
 These 2 buttons are available for 14 days after the transaction is complete.

Transaction ID:	033415177	Transaction Date:	06/24/2019						
eceipt Number:	LPJ190624111347	Date Paid:	06/24/2019						
HARRIS, MIC Customer ID: 0 (Items: 43) (Vel)	HAEL ALL 00291650 hicles: 1)								
← ≪ ¹	1 2 3 » →			a.			Filter	b.	Q
KAVIS 1985 H	otion Ionda Boat		Title #: <u>191750085002</u>	KY #: KY0900PU	HIN: KYZ03752C919	Qty	Price	Amount	
0	lerk Lien Fee					1	2.00	\$2.00	
Δ	d Valorem Tax, 2019					1	8.46	\$8.46	
	lerk Lien Fee					1	2.00	\$2.00	
					Customer Total:			\$599.47	
					Sub Total:			\$599.47	
					Total:			\$599.47	
				_	Cash Payment:			\$599.47	
🔒 Reprint / 🖂 E-m	ail 🛛 🖄 Preview							Modif	y Receipt 🕑 Done

21. From the new Vehicle Summary Page, the Vehicle Information section will include the new HIN.

✓ Vehicle Inform	nation		
		.21	Update
Year:	1985	Make: Honda Model: Boat	
KY Number:	KY0900PU	HIN: KYZ03752C919	

Salvage-Dealer Assignment of an Out of State Title

1. From a Dealer's Account Page, click on the New Title button.

Cust #:001314664	E View						
00 N ENGLISH STATION RD OUISVILLE, KY 40223 hone: (502) 254-1188 -mail:	Financial History						
Vehicles							
Boats (42)	Renew All (0) Rene	ew Selected (0)				1	New Tit
Manage -	Title - View						
Showing 1 to 10 of 42 entries						Filter:	
Showing 1 to 10 of 42 entries Show 10 v entries						Filter:	
Showing 1 to 10 of 42 entries Show 10 💌 entries Select Year 賃	Make	1 Model 1	Title #	KY / Plate # 🗍	Title Type / Status	Filter: Reg. Status	Alerts
Showing 1 to 10 of 42 entries Show 10 entries Select Year 2017	Make J	Model Ji PR0170	Title # 191690795009	KY / Plate #	Title Type / Status Dealer Assignment Active - Dealer Assignment	Filter: Reg. Status Title Only	Alerts

- 2. From the Title Action dropdown, select 'Salvage-Dealer Assignment'.
 - a. Before clicking > Continue, choose the titling state and title # if applicable.
 - b. **Cancel Title Application** at any point of this process will delete all progress on this application.

1	2		•	6	6	7	-3
Title Information	Vehicle Information	Seller Information	Buyer Information	Lien Information	Registration	Additional Information	Finalize
						Total D	ue: \$8.00
Title Action			2				
Multi-	Transfer: No OYes		• Z.				
Title	e Action: Salvage - Deal	ler Assignment 🔽 *					
(Kentucky Title Out o	of State Title 🔺					
Titling	State: Select State	×					
Out of State	Title #:						
		u.					
Cancel Title Applic	b.						

3. You may return to this step and choose another Title Action by clicking **Creset**, however you will lose all data that has been entered:

1	2	3		6	6	7	
Title Information	Vehicle Information	Seller Information	Buyer Information	Lien Information	Registration	Additional Information	Finalize
Title Action						Tota	Due: \$8.00
Multi- Tit	Transfer: No Yes le Action: Salvage - Deal	er Assignment 🗸 *					
Titlin	g State: Arkansas	C Reset					
⊗ Cancel Title Applic	cation						

- 4. Fill out the Vehicle Information page and click either of the Continue buttons
 - a. The Occupant Capacity or the Weight Capacity is required, you do not have to have both.
 - b. Select the checkbox if the boat has Hail Damage, Water Damage and/or is Unrebuildable.
 - c. You can also add a Motor here by clicking $\frac{+}{\text{Add Motor}}$.

Title Information	2 Vehicle Information	Seller Information	Buver Information	Lien Information	Registration	Additional Information	,
						> Co	ontinue
						Total D	ue: \$
Boat Details							
Co	ounty of Dockage: Se	lect One 💙 *				ehicle has a Situs Addres	55
	Year:	*			Length Ft:	*	
	Make:	*			Length In:	*	
	Model:	*			Beam Ft:	*	
	HIN:				Beam In:	*	
	Ren Ren	quest State-Issued HIN		Oct	cupant Capacity:	— * ⁰ 🚺 b	
	Boat Type: Se	lect One V		1	Weight Capacity:	*0	-
	Engine Drive:	lect One		N	umber of Toilets:	*	
	Propulsion: Se	lect One			Toilet Type:	elect One V	
	Tropulsion. [36				Primary Use:	elect One V *	D
					Brand:	Hail Damaged Water Unrebuildable	Damage
					b.		
Motor(s)						C	· 🔪
							Add
							_
						> Co	ontinue
Cancel Title Applicatio	n						

5. Click Add Seller

a. If you started from a Customer's Account Page, you can place the Title Application on hold, and KAVIS will save the information to the Customer Account Page for 60 days.

0	2	3		6	6	7	
Title Information	Vehicle Information	Seller Information	Buyer Information	Lien Information	Registration	Additional Information	Finalize
						Place On Hold > Cont	tinue
					а.		
						Total	Due: \$8.00
Seller Information							
Add Seller							
	5.						
Cancel Title Applic	ation						

6. Enter the Seller's information and click **Add**.

1 Title Information	2 Vehicle Information	3 Seller Information	4 Buyer Information	Lien Information	G	Additional Information	Finalize
seller Information						Total	Due: \$8.00
Seller Name: E-Mail Address: Phone Number:			*	Seller Address Address 1: Address 2:		*	
				State: Select Sta	ate 🔽 *	Zip * (
						O Car	Add

- 7. Clicking the ▶ will allow you to edit or remove the Seller.
 - a. Enter the Seller Notary Date (if you have it).
 - b. Click Add Seller again to add another Seller and click Continue

1	2	3		5	6		
Title Information	Vehicle Information	Seller Information	Buyer Information	Lien Information	Registration	Additional Information Place On Hold > Con	Finalize
Seller Information						Tota	I Due: \$8
Bob's Boats							
Seller Nam	e: Bob's Boats						
Ema	il:						
Phor Addre:	ss: 123 Main Street Simpsonville, KS 6	55412				G Edit	× Remo
Selle	er Notary Date:	a .					$\sqrt{\frac{1}{2}}$
Add Seller	b.	-					<i>,</i> .

- 8. If you started from the Dealer's Account Page, their information will be on the Buyer Information Page.
 - a. By clicking³, you can deselect the specific Dealer and choose another.
 - b. Enter the required Buyer Notary Date before clicking > Continue.

nicle Information	Seller Information	Buyer Information	Lien Information	Registration	Additional Information Place On Hold Contin Total	Finali;
					Place On Hold > Contin	ue) Due: \$
					Total)ue: ۹
er Name	Dealer Number	Delinquency				
HA OF LOUISVILLE	KY1021D	Q.				
*			d.			
D.						
	HA OF LOUISVILLE	ha of Louisville Ky1021D	HA OF LOUISVILLE KY1021D	ha of Louisville KY1021D a.	ha of Louisville Ky1021D a.	ha of Louisville Ky1021D a.

- 9. On the Purchase Information Step, enter the Date of Purchase before clicking > Continue.
 - a. If you chose the Unrebuildable checkbox on the Vehicle Information page, the application will automatically receive extra review from MVL.

	2		4	0	6		-0
Title Information	Vehicle Information	Seller Information	Buyer Information	Lien Information	Registration	Additional Information Place On Hol Continue	Finalize
			Э			Total Due:	\$8.0
Additional In	formation		u.				
U Title a	ipplications for Unrebuildable	e venicies receive extra rev	IEW DY MIVL."				
	Date of Purchase: 01	/10/2020 4 9.					
	Date of Purchase: 01, Use Tax Description: Re	/10/2020 *** 9.	*				
	Date of Purchase: 01. Use Tax Description: Re Tax ID: 25:	/10/2020	*		Us	e Tax Amount: \$0.00	
	Date of Purchase: 01. Use Tax Description: Re Tax ID: 25	/10/2020 *** 9. sale Exemption	*		Us	e Tax Amount: <mark>\$0.00</mark>	
	Date of Purchase: [01] Use Tax Description: Re Tax ID: 25	r10/2020 9.	¥ *		Us	e Tax Amount: \$0.00	

- 10. Review the Finalize Title Application Page. If anything is red, click on either the bubble at the top or the warning itself to be taken to the page that needs attention.
 - a. You will not be able to move to the shopping cart if all necessary info is entered.
 - b. When all necessary data is entered, click Add To Cart and check out as normal.

0 6				-0			
Title Information Vehicle In	formation	Seller Information	Buyer Information	Lien Information	Registration	Additional Information	Finalize
						Place	On Hold
nalize Title Application						т	otal Due: \$8.0
1. Title Action - Salvage	- Dealer Ass	ignment					
2. Vehicle Information							
	C	Required Fields Complete	:				
		County of Dockage Comp	lete				
		Add Motor					
		I confirm that this bo	at does not have a motor				
3. Seller Information							
S	Seller 1 🗳	Name and Address Comp	lete				
	6	Seller Information Comple	te				
4. Buyer Information							
	C	Notary Date Complete					
Buyer 1 YAMAHA OF LOUI	SVILLE	Required Fields Complete	•				
5. Lien Information							
6. Registration							
7. Additional Information	n						
	C.	Additional Information Co	mplete				
ancel Title Application						Place On Hold Print	Preview Add 1
ncel Title Application						Place On Hold Print	Preview Ad

*The 'Editing a Title Application from the Shopping Cart' section of the Additional Title Information Manual may be helpful if you need to change something after this point. Also, reference the the Point of Sale Manual for info on Checking Out from the Shopping Cart.

- 11. If the Unrebuildable checkbox was selected on the Vehicle Information Step, the application will go to the Title Application Queue.
- 12. If the Unrebuildable checkbox was NOT selected, the application will go directly to having an Active Title Status.

Previous Owner(s)	Chain of Ownership	Þ	Viewing 1 c	of 1 Titles				Rever
Customer ID	Driver License	Customer Name	SSN/F	EIN		Addre	ess	Begin Tax Exempt Date
001693325		YAMAHA OF LOUISVILLE P	<u> XXX-XX-</u>	<u>4675</u>	400 N EN	IGLISH STATION RI JEFFER Attn: JASON	D, LOUISVILLE, KY 40223 RSON GARNER	3
Title	Dealer Assignment		Title 🗸	✓ Registr Status: Tit	ation Inform le Only	ation		Manag
Type: Title #:	Salvage - Dealer Assigned 200100535003	State Fee: \$0.00 Clerk Fee: \$0.00 Use Tax: \$0.00 se Tax Description: Resale Exemption			Type: Reg. Date: Exp. Date: Remarks: Comments:	Title Only 01/10/2020	County: Decal #: Prior Decal #:	HICKMAN

Salvage-Out of State Transfer to a KY Resident

This is how to process a new title application for boats that are either purchased from a non-Kentucky resident, or is being brought in from out of state by a Kentucky resident.

1. From a Customer Account Page, click on the New Title button.

TCLIFF, MARK #.001183103	Edit View Notes	Action Center				
Athaway Rd KY 41091 Financial History		\$ Ad Valorem taxes are past due for 1967 DUO 000. The total amount past due is \$23.73.				
ne: (606) 999-9999		(8) 1967 DUO 000 is Missing Required Information for Registration.				
ehicles						
Boats (1)	Renew All (0) Renew Selected (0)		1. New Title Switch to List Vie			
🕊 \$ ®	Р					
1967 DUO 000	KY7327W					
Title#: 960260080033	Active - Title Issued					
Transfer	Reg: Expired					
Turbici						
Mana	ge - Title - View					

- 2. From the Title Action dropdown, select 'Salvage-Out of State Transfer'.
 - a. If applicable, select the 'Move-In' checkbox and enter the Move-In Date.
 - b. Select the Titling State and enter the Out of State Title Number (depending on the state chosen).
 - c. If the Buyer is an Insurance Company, select the checkbox.
 - d. Click > Continue once all information is correct.
 - e. **Cancel Title Application** at any point of this process will delete all progress on this application.

	2			5	C	7	
Title Information	Vehicle Information	Seller Information	Buyer Information	Lien Information	Registration	Additional Information	Finalize
						> Con	itinue 🔨 C
						Tota	al Due: \$9.0
tie Action		, 2	2.		, C.		
Multi-I	ranster: INO Utes						
Title	e Action: Salvage - Out c	of State Transfer 🗸 *	в	Buyer is an Insurance C	ompany		
Title a	e Action: Salvage - Out o	of State Transfer 🗹 *	в *	Buyer is an Insurance C	ompany 🔤		
Title a	e Action: Salvage - Out o ove-In: Move-In I State: Select State	of State Transfer 🗸 * Date:	*	Buyer is an Insurance C	ompany		

3. You may return to this step and choose another Title Action by clicking ^{CReset}, however you will lose all data that has been entered.

1	2	3	4	5			
Title Information	Vehicle Information	Seller Information	Buyer Information	Lien Information	Registration	Additional Information	Finalize
						> Conti	nue
						Total D	ue: \$9.00
Title Action							
Mu	lti-Transfer: No OYes						
1	Title Action: Salvage - Out	of State Transfer 🗸 \star		Buyer is an Insurance C	ompany 📃		
	Move-In:						
Titl	ling State: Alabama	*					
		C Reset					
	3.						
S Cancel Title App	olication						
							_

- 4. Fill out the Vehicle Information page and click either of the **Continue** buttons.
 - a. If the boat does not have a HIN, or has an invalid HIN, you can request a State-Issued HIN and KAVIS will create it after checking out/finalizing the application.
 - b. The Occupant Capacity or the Weight Capacity is required, you do not have to have both.
 - c. Select the checkbox if the boat has Hail Damage, Water Damage and/or is Unrebuildable.
 - d. Up to 4 Motors can be added by clicking Add Motor.

0	2			5	0	-(7)	(8)
Information	Vehicle Information	Seller Information	Buyer Information	Lien Information	Registration	Additional Information Place On Hold C	Finalize ontinue
						Tot	tal Due: \$9.00
Boat Details							
	County of Dockage:	Select One	*			Vehicle has a Situs A	ddress
	Year:	*			Length Ft:	*	
	Make:		*		Length In:	*	
	Model:		*		Beam Ft:	*	
	a.		*		Beam In:	*	
		Request State-Issu	ed HIN		Occupant Capacity:	*0	b.
	Boat Type:	Select One	▼ *		Weight Capacity:	*0	
	Engine Drive:	Select One			Number of Toilets:	*	
	Propulsion:	Select One			Toilet Type: Primary Use:	Select One	
		outer one			Brand:	Hail Damaged	Water Damaged
					с.		
Motor(s)					•		
							Add Moto
						Ľ	J.
							> Continue
Cancel Title Ar	plication						

5. If you selected the Move-In checkbox in step 2, the seller info step isn't necessary, click
 Continue and continue with step 10.

0—	2	3	4	5		7	
Title Information	Vehicle Information	Seller Information	Buyer Information	Lien Information	Registration	Additional Information	Finalize
						Place On Hold > Con	tinue
						Total	Due: \$9.00
		Selle	er does not apply for Move	e-In. Proceed to Buyer Infor	mation.		
Seller Informatio	n						
⊗ Cancel Title Ap	plication						

- 6. If you did **not** select the Move-In checkbox in step 2, click Add Seller
 - a. If you started from a Customer's Account Page, you can place the Title Application on hold, and KAVIS will save the information to the Customer Account Page for 60 days.

1	2	3	4		0		-8
Title Information	Vehicle Information	Seller Information	Buyer Information	Lien Information	Registration	Additional Information	Finalize
					a. 🦯	Place On Hold > Cont	inue
	_					Total D	ue: \$9.00
Seller Informat	tion						
Add Seller	>						
⊗ Cancel Title A	Application						

7. Enter the Seller's information and click **Add**.

0	2	3	4	5	0	7	
e Information	Vehicle Information	seller mormation	Buyer Information	Lien Information	Registration	Additional Information Place On Hold Cor	Hinalize
Seller Information						Total I	Due: \$9.0
Seller Nan	ne:		*	Seller Address			
E-Mail Addres	ss:			Address 1:		*	
Phone Numb	er:			Address 2:			
				City:		*	
				State: Select S	State 🗸 *	Zip: *	
				Attn:			
						Ø Cano	a 💄 Ad
@ 0	ination						

- 8. Enter the Seller Notary Date if you have it and click > Continue.
 - a. Clicking the kill allow you to edit or remove the Seller.
 - b. You may add another seller if applicable.

1	-2	3	4	5			
Title Information	Vehicle Information	Seller Information	Buyer Information	Lien Information	Registration	Additional Information	Finaliz
Collor Informati	an					Total D	ue: \$9.
Seller Informati	on						
Bob's Bo	ats						
Seller	r Name: Bob's Boats						
	Email:					,a	•
A	Address: 123 Main Stre Simpsonville,	et KS 45612				Cí Edit 👌	Remove
s	Seller Notary Date:						
Add Seller	b.	8.					
⊗ Cancel Title A	pplication						

- 9. If you started from a Customer Account Page, they will be on the Buyer Information Page.
 - a. More Buyers can be added to the application by clicking Add a Buyer (only the first 2 will appear on the title).

1 Title Information	2 Vehicle Information	3 Seller Information	4 Buyer Information	5 Lien Information	Registration	7 Additional Information	8 Finalize
						Place On Hold > Cor	ntinue
	_					Total	Due: \$9.00
Buyer Informatio	n						
Pay Delinquer	ncy: \$ Pay All						
Primary Sec	ondary Customer ID	Customer Name D	elinquency				
*	001421315	MARK RATCLIFF	Yes 🖸				
Buyer Notary	Date: *						
<u>Key</u> ✔ = The first tw	o Buyers listed on the Title	Application will be printed	on the title.				
⊗ Cancel Title Ap	plication						
- 10. There are a few things to check on the Buyer Information Page before clicking > Continue.
 - a. An ownership connector (and/or) is required.
 - b. The **Pay All** button will appear if a buyer has any ad valorem delinquencies, allowing you to pay them either with this title application or in a separate transaction.
 - See the section titled 'Paying Delinquent Taxes with a Title Application' of the Boat Registration and Ad Valorem Manual for more information.
 - c. By clicking ⁽²⁾, you can deselect the specific Buyer.
 - d. Pappears next to a customer if their customer profile contains errors.
 - You cannot continue without clicking on the icon and editing the necessary fields.
 - e. You may call your local PVA and they can quickly resolve the PVA issues that are needed to continue this application.
 - Click Check PVA to refresh and check if the issues have been resolved and to see if they have created any new delinquencies that need to be paid.
 - f. Enter the required Buyer Notary Date.
 - g. You may add additional buyers (only the first 2 will be printed on the title).
 - h. You may switch the positions of the owners by clicking 📀 .
 - i. If the application is put on hold, KAVIS will save the information to the Buyer's Customer Account Pages for 60 days.

Title Information					U			C
	Vehicle Information	Seller Information	Buyer Information	Lien Information	Registration	Additional Informa	tion F	Final
				0	C Check PVA	Place On Hold	> Continue	
				с.		, 1		
		а				1.	Total Due:	Ş
Buyer Information	n	a.						
Ownership Co	nnector: Select One	*						
Pay Delinguen	cy: \$ Pay All	- b.						
Primary Seco	ndary Customer ID	Customer Name	Delinquency	C.				
	001421315	MARK RA ICLIFF	Yes					
	001438613	DAN FORRESTER	PVA					
Buyer Notary D)ate:							
Add a Buyer		f.	e!	u.				
	g.							
Key								
$\frac{Key}{PVA}$ = Vehicle ta	ax or value incomplete, ple	ase see the PVA.						
Key (PVA) = Vehicle ta ✓ = The first two	ax or value incomplete, ple Buyers listed on the Title	ease see the PVA. Application will be printed	on the title.					

11. Once all of the information is correct, click > Continue.

- a. Choose the ^{\$ Edit Pay All} button if you need to change the delinquency payment and pay their taxes separately from the application fee.
- b. As fees are added and ad valorem is chosen to be paid with the application, the Total Due will be updated so you can keep the Customer updated.

1	2	3		5			-8
tle Information	Vehicle Information	Seller Information	Buyer Information	Lien Information	Registration	Additional Information	Finalize
						Place On Hold > Con	tinue
	_					Total D	ue: \$57.9
Buyer Informatio	on					b	·
Ownership Co	onnector: OR	*				~	-
Pay Delingue		a.					
	J FUILFAV AI						
Primary Sec	ondary Customer ID	Customer Name	Delinquency				
Primary Sec	ondary Customer ID 001421315	Customer Name MARK RATCLIFF	Delinquency Paying w/A	8			
Primary Sec	ondary Customer ID 001421315	O Customer Name MARK RATCLIFF OR DAN FORRESTER	Delinquency Paying w/A Paying w/A	© ©			
Primary Sec	ondary Customer ID 001421315 001438613 Date: 06/05/2019	Customer Name MARK RATCLIFF OR DAN FORRESTER	Delinquency Paying w/A Paying w/A	8 9			
Primary Sec	ondary Customer ID 001421315 001438613 Date: 06/05/2019	Customer Name MARK RATCLIFF OR DAN FORRESTER	Delinquency Paying w/A Paying w/A	0 0			
Primary Sec Buyer Notary Add a Buyer	ondary Customer ID 001421315 001438613 Date: 06/05/2019	Customer Name MARK RATCLIFF OR DAN FORRESTER	Delinquency Paying w/A Paying w/A	0			
Primary Sec T Buyer Notary Add a Buyer Key	ondary Customer ID 001421315 001438613 Date: 06/05/2019	Customer Name MARK RATCLIFF OR DAN FORRESTER	Delinquency Paying w/A Paying w/A	0			
Primary Sec Buyer Notary Add a Buyer Key Y = The first tw	ondary Customer ID 001421315 001438613 Date: 06/05/2019	Customer Name MARK RATCLIFF OR DAN FORRESTER	Delinquency Paying w/A Paying w/A	0			
Primary Sec Buyer Notary Add a Buyer Key The first tw	ondary Customer ID 001421315 001438613 Date: 06/05/2019	Customer Name MARK RATCLIFF OR DAN FORRESTER	Delinquency Paying w/A Paying w/A	© ©			
Primary Sec Buyer Notary Add a Buyer Key The first tw	ondary Customer ID 001421315 001438613 Date: 06/05/2019	Customer Name MARK RATCLIFF OR DAN FORRESTER	Delinquency Paying w/A Paying w/A	© •			

- 12. If the Buyer is not a Lienholder, you can click Add Lien if there is a lien.
 - a. There can be 2 liens on a vehicle.

0	2	3	4	5	0	7	-8
Title Information	Vehicle Information	Seller Information	Buyer Information	Lien Information	Registration	Additional Information	Finalize
						Place On Hold Continu	
						Total Due:	\$57.99
Lien Informatio	n						
Primary Ow	mer County of Residend	e: BOONE					
Add Lien	- 12.						
⊗ Cancel Title A	pplication						

- 13. If there is a lien, choose from either Pending or Filed from the Lien Status dropdown menu, enter the necessary information and click **2** Add.
 - a. If your County is the Primary Owner's County of Residence, you will be able to file a lien, otherwise, Pending will be your only option.
 - b. The checkboxes give you the choice of fees to charge.

							C
itle Information	Vehicle Information	Seller Information	Buyer Information	Lien Information	Registration	Additional Information	Finali
						Place On Hold > Cont	inue
						Total Due	\$57.
Lien Informatio	n						
Primary Ow	mer County of Residence	e: BOONE					
	Lien: Select						
	Lien Status: Filed	• u.					
	Date Filed:	*		County F	iled: BOONE	*	
Lier	holder Name:		*	Lien File Num	ber:	*	
	Address:		*		City:	*	
	State: Kentucky	*			Zip:		
	Commente:				·		
	comments.			I	Do not cha	arge Lien Filling Fee	
				b.		the Lieff Filling Fee (42.00)	
					L	ien Filing Fee: \$22.00	
						Ø Canc	•
Cancel Title A	polication						

14. Click the next to the bank name to view the information entered.

- a. You may edit or remove the lien.
- b. You can add up to 2 liens per title.
 - \circ The order of the liens is important, the 1st will be given priority.
- c. Click > Continue when you have added all liens to the title.

			Total Due: \$79
ty of Residence: BOONE			
Lien File	Number: 654789 Date F	Filed: 06/06/2019 Filing Fee:	\$22.00
Lien File #	: 654789 Date Filed: 06/06/201	9 County Filed: BOONE	Lien Expires: 06/06/2029
Street City	: Simpsonville State: KY	Zip: 40067	🖸 Edit 🗙 Remove
		Total Lien Filing Fee Du	Je: \$22.00 a.
	ity of Residence: BOONE Lien File # I Street City	Ity of Residence: BOONE Lien File Number: 654789 Date File Lien File #: 654789 Date Filed: 06/06/201 Street City: Simpsonville State: KY	ity of Residence: BOONE Lien File Number: 654789 Date Filed: 06/06/2019 Filing Fee: Lien File #: 654789 Date Filed: 06/06/2019 County Filed: BOONE I Street City: Simpsonville State: KY Zip: 40067

- 15. If you did not select Move-In on step 4, a Date of Purchase and Purchase Price are required.
 - a. If a Motor Price was added on the Vehicle Information step, it will be added to the Purchase Price to give you the Total Purchase Price.
 - b. If there is a Trade-In, click Add Trade-In, enter the Trade-In Value and ID# (HIN).
 The value will automatically be subtracted from the Total Purchase Price.
 - c. If you did not choose the Unrebuildable checkbox on the Vehicle Information Step, there will be a choice to request extra review by MVL.

1 Title Information	2 Vehicle Information	3 Seller Information	4 Buyer Information	5 Lien Information	6 Registration	7 Additional Information Place On Hold > Contin	8 Finalize
Additional Inform	nation	15		b)	Total Du	e: \$79.99
Tota Use Do you need Extra C.	Date of Purchase: Purchase Price: 0 Motor(s) Price: 50.00 Il Purchase Price: 50.00 P Tax Description: Sette Use T I Review by MVL? Purchase Soft MVL Reserved Soft MVL Non For Non Soft MVL Non Soft MVL Noft MVL Noft MV	A Previously Paid to DOI ased from a Dealer Out o fer from Individual to Indiv e Exemption roft/Gov Agency Exempt I'State Credit	d. * State (dual loin	Add Trade-In Vehicle Tr Type II Tr Boat 000	rađe-in Value II	dentification # II II	
S Cancel Title Apr	plication				U	se Tax Amount: \$0.00	

d. The Use Tax Description has several options, the following require additional info.
 o The Resale Exemption required the Tax ID:

Use Tax Desci	iption: Resale Exemption	✓ ★
	Tax ID: 0 *	

 $\circ~$ The Non-Profit Exemption option requires a Purchase Number:

Use Tax Description:	Non-Profit/Gov Agency Exemption	✓ *
Purchase Number:	*	

 $\circ\;$ The Out of State Credit option requires the Amount of Use Tax Collected by another state:

Use Tax Description	Out of State Credit	v •
Amount of Use Tax Collected by another state	*	

- 16. Review the Finalize Title Application Page. If anything is red, click on either the bubble at the top or the warning itself to be taken to the page that needs attention.
 - a. You will not be able to move to the shopping cart until all required info is entered.
 - b. When all necessary data is entered, click Add To Cart and check out as normal.

*Reminder: you can place the Title Application on hold (and KAVIS will save the information to the Customer Account Page for 60 days) if you are not able to finalize it at the moment.

1 nformation	2 Vehicle Information	3 Seller Information	Buyer Information	5 Lien Information	Registration	Additional Information	
						Place On	Hold
Finalize Title	Application					Total Due:	\$79.99
1 Tiel	a Action - Solvage - Out a	of State Transfer (New	(a.la)				
1. 110	e Action - Salvage - Out o	of state Transfer (mov	e-in)				
2. Veh	ticle Information						
		Required Fields Con	nplete				
		CNo Delinquent Taxes	s Owed				
		County of Dockage (Complete				
		Motor(s) Information	Complete				
3. Sell	er Information						
4. Buy	er Information						
Ownersh	hip Connector : OR	COwnership Connector	or Complete				
		CNotary Date Comple	te				
	Buyer 1 RATCLIFF, MARK	CRequired Fields Con	nplete				
		Master Record Chec	k Complete				
		CNo Delinquent Taxes	1				
		CAd Valorem Checks	Complete				
В	Buyer 2 FORRESTER, DAN	CRequired Fields Con	nplete				
		CMaster Record Chec	k Complete				
		CNo Delinquent Taxes					
		CAd Valorem Checks	Complete				
5. Lier	n Information						
	Lien 1 3rd Bank Fi	iled					
		CLien Information Co	omplete				
6. Reg	istration						
7. Add	litional Information						
		CAdditional Informatio	n Complete			17.	
@ Cancel Titl	e Application					Place On Hold Print Preview	Add T

- 17. Click **Print Preview** and you can print the new title application already filled out with
 - information that you entered during the application process.
 - a. This is not required, just a convenience.

		Kenti	ucky Transporta	tion Cal	pinet		TC 96-1
		Divisio	n of Motor Veh	nicle Lice	ensing		Rev: 5/20
	Motor P	Boat Transaction F	Record/Applicati	on for Re	egistration and/	or Title	Page 1 o
KRS 186A.990 states: Any per Any person who violates any of	son who knowingly enter the provisions of this ch	rs or attests to the entry of fals apter or administrative regula	se or erroneous information ut tions adopted under this chap	upon this form pter shall be fir	will be subject to the penal ned not less than fifty dollar	ties of forgery in the secon s (\$50) nor more t	d degree; KRS 235.990 state Irs (\$200).
Check the type of applie	cation desired:	Duplicate 🗌 Update	KY Transfer	out-of-State	Transfer 🗌 First T	ime I Salvage 🗆	J Rebuilt 📋 Title Only
If Duplicate is checked,	the original Certifi	cate of Title is: Los	t Destroyed	Damaged	🗌 Illegible 🔲 Ot	her	
•	PLEASE NO	TE: THE ORIGINAL (OF THIS FORM MUS	T BE COM		OR BLACK INK.	
Section 1: VESSEL	IDENTIFICATIO	ON SECTION (See	Reference Page for	r field valu	ies)		
					,		
Previous Title Number	State	KV #	Hull Identificat	tion (HIN)	1985 Vear	Make	Model
-	oluio			aon (mit)	, cui	mano	moder
Pleasure Primary Operation /Roat LL	Ai (a) Var	r boat	Wooden	Eng	utboard ine Drive	Water Jet Propulsion	BOONE County of Dockage
Primary Operation (Doar of	50) VO2	01 E	TOLL Material	Ling	2015	riopulsion	County of Dockage
Fuel Length	(feet, inches)	Beam (feet, inches)	Capacity	or We	eight Capacity	# of Toilets	Toilet Type
Section 2: VESSEL	ENGINE/MOTO	R					
Honda	1991	45	134584		1992		\$0.00
Motor 1 Make	Year	Horse Power	Motor Serial #		Year Purchased	Purchase	e Amount
					¥ 8	2	
Motor 2 Make	rear	Horse Power	Motor Serial #		rear Purchased	Purchase	e Amount
Section 3: VESSEL	BRAND DISCL	OSUBE	Bebuilt 🖾 Salva	ge 🕅 Ha	il Damage 🛛 Wa	ter Damage 🛛 U	arebuildable
				J U			
			any o not applied for a loss		tion with the motorbest	described barain and i	fact 🖂 Lucill 🖂 Lucillas
Section 4: VESSEL		n. I warrant that the motor	boat described above is	not subject t	o an unterminated lien	and that no loan in cor	nnection with this motorbo
Section 4: VESSEL apply for a loan within 30 d	ays of this application						
section 4: VESSEL apply for a loan within 30 d has nor will be applied for t	ays of this application by seller within 30 day	ys of this application.	NTE:				
Continu 4. VECCEL	LIEN INFORMA	n. I warrant that the motor	boat described above is	not subject f	tion with the motorboat to an unterminated lien	and that no loan in co	nnection with this
Section 4: VESSEL pply for a loan within 30 d as nor will be applied for b Ird Bank irst Lienholder	ays of this application by seller within 30 day	ys of this application. BOO Lien Co	Dunty: Seco	ond Lienhold	ler		Lien County:

18. At the bottom of the print preview page, you can Add To Cart

MARK MARCUTTER Name of Transferee/Owner/Buyer DUSNEFED DF BUYER JOINT OWNERSHIP: © OR _ AND (NOTE: II neither box is checked, the transfer shall require both signatures.) DAW Mark Control (Interferee/Owner/Buyer DUSNEFED DF me of Second Transferee/Owner/Buyer DUSNEFED DF me of Second Transferee/Owner/Buyer DUSNEFED DF me of Second Transferee/Owner/Buyer DUSNEFED DF 2140 Hathavesy Rd Maling Address Maling Address me Address (If different from above) Home Address (If different from above) WINTON BOONE V County State Zip Distributed of State Zip US Maling Address Maling Address me address Phone # (with area code) Maling Address Set Sale Price §0.00 (606) 999-9999 Email address mesteror/Seller Signature Transferee/Owner/Buyer Signature ansferor/Seller Signature Transferee/Owner/Buyer Signature socibacributorial disteade before me this date/ my commission expires _/ / Subscribed and attested before me this date _/ my commission expires _/ / value Addicated to be filed has been need into the automated system and that a tits will be withheld for 30 days, or until filenchig statement and feas required are received, whichever occurs first. county: Date:			N/SELLEN SEC	TION	VESSEL TRANS	-EREE/OWNER	BUYER SEC	TION
me of Transferer/Seller Dealer Number Name of Transferer/Seller DU/SSR#PED/DF BUYER_JOINT_OWNERSHIP: © ORAND AND (NOTE: If nother box is checked, the transfer shall require both signatures.) DAS me of Second Transferer/Seller DU/SSR#PED/DF ORAND alling Address Name of Second Transferee/Owner/Buyer DU/SSR/PED/DF me Address (if different from above) Home Address (if different from above) DI/SSR/PED/DF y County State Zip tail address Phone # (with area code) Milling Address Maling Address sell Sale Price \$0.00 (606) 999-9999 Email address Phone # (with area code) ansferor/Seller Signature Transferee/Owner/Buyer Signature Transferee/Owner/Buyer Signature mesof Adtabase bofore me this date/ my commission expires/ / Subcribed and attested before me this date/ my commission expires/ / totion G: County Clerks Use Only Date of fisuance:: Tite Number: Tite Number: cortion G: County Clerks Use Only pate of subance if using attenent and fees required are received, whichever occurs first. Tite Number: corting that the file Indicated to be filed has been noted into the automated system and that a tite will be witholed					MARK			
BUYER JOINT OWNERSHIP: © OR _ AND (NOTE: It neither box is backed, the transfer shall require both signatures.)	Name of Transferor/Sell	ller		Dealer Number	Name of Transferee/Ow	ner/Buyer		DL/SSN/FED ID#
(NOTE: If notifier box is checked, the transfer shall require both signatures.) DAN FORESTER me of Second Transferen/Seller uiling Address me Address (if different from above) Y County State Zip UILON Socone State Zip UIL ON BOOME XY 41091-9465 Citizenship of Primary Applicant Sex Date of Birth Sex Sale Pilone # (with area code) Email address Phone # (with area code) Email address Phone # (with area code) Email address Phone # (with area code) Insferor/Seller Signature ansferor/Seller Signature scribed and attested before me this date my commission expires states right Notary Signature/Tate scribed and attested before me this date my commission expires Subscribed and attested before me this date					BUYER JOINT OWN	ERSHIP: 🛛 OR [AND	
Image: Display and the set of second Transference Owner/Buyer DL SERVFED ID# Image: Display and the set of second Transference Owner/Buyer DL SERVFED ID# Image: Display and the set of second Transference Owner/Buyer DL SERVFED ID# Image: Display and the set of second Transference Owner/Buyer DL SERVFED ID# Image: Display and the set of second Transference Owner/Buyer DL SERVFED ID# Image: Display and the set of second Transference Owner/Buyer DL SERVFED ID# Image: Display and the second Transference Owner/Buyer DL SERVFED ID# Image: Display and the second Transference Owner/Buyer Note of the second Transference Owner/Buyer Signature Second Transference Owner/Buyer Signature Itenal address Phone # (with area code) Insferor/Seller Signature Transferee/Owner/Buyer Signature Itenal address Second attested before me this date/ my commission expires _/ Subscribed and attested before me this date _/ my commission expires _/ Intel Official/Notary Signature/Tite					(NOTE: If neither box is	checked, the transfer	shall require both	signatures.)
me of Second Transferer/Seller Name of Second Transferer@Owner/Buyer DUSSNPED ID# ailing Address 2140 Hathavey Rd Maling Address Maling Address whe Address (if different from above) UNTON BOON2 y County State Zip vial address Phone # (with area code) Maling Address Maling Address vial address Phone # (with area code) Maling Address Maling Address vial address Phone # (with area code) Maling Address Sex maferor/Seller Signature (66) 999-9999 excludit/blary Signature (66) 999-9999 Email address Phone # (with area code) masferor/Seller Signature Transferee/Owner/Buyer Signature secold and attested before me this date _/ _/my commission expires _/ _/ Subcrited and attested before me this date _/ _/my commission expires _/ _/ vising Official/Notary Signature/Tite					DAN FORRESTER			
alling Address 2140 Hathavay Rd Mailing Address Mailing Address me Address (if different from above) Home Address (if different from above) y County State Zip US Mailing Address all address Phone # (with area code) See Sale Price \$0.00 (606) 999-9990 Email address Phone # (with area code) ansferor/Seller Signature (606) 999-9990 Insferor/Seller Signature (606) 999-9990 scolar Address Phone # (with area code) Transferee/Owner/Buyer Signature Transferee/Owner/Buyer Signature scolar Address Phone # (with area code) Transferee/Owner/Buyer Signature	Name of Second Transf	feror/Seller			Name of Second Transfe	eree/Owner/Buyer		DL/SSN/FED ID#
uiling Address Mailing Address me Address (if different from above) Home Address (if different from above) y County State Zip US BOONZE KY 41091-9465 City County State Zip US Mailing Address Phone # (with area code) Mail See Sale Price \$0.00 (606) 999-9999 Email address Phone # (with area code) Insferor/Seller Signature (606) 999-9999 Email address Phone # (with area code) Insferor/Seller Signature Transferee/Owner/Buyer Signature Insferor/Seller Signature Transferee/Owner/Buyer Signature Insferor/Seller Signature Transferee/Owner/Buyer Signature Insteror/Seller Signature Transferee/Owner/Buyer Signature County Clerks Use Only Subscribed and attested before me this date/ /					2140 Hathaway Rd			
me Address (if different from above) Home Address (if different from above) V County State y County State Zip City County using Official/Notary Signature/Tele	Aailing Address				Mailing Address			
UNION BOONZE RY 41091-9465 Oily County State Zip Data of Birth Citizenship of Primary Applicant Sex Date of Birth seel Sale Price \$0.00 (606) \$99-9999 Email address Phone # (with area code) seel Sale Price \$0.00 (606) \$99-9999 Email address Phone # (with area code) ansferor/Seller Signature Transferee/Owner/Buyer Signature Email address Phone # (with area code) scoled and attested before me this date/ my commission expires _/ Subscribed and attested before me this date/ my commission expires _/ Subscribed and attested before me this date/ my commission expires/ scole of Application: Date of Issuance: Title Number: County Clerks Use Only Date of Issuance: Title Number: County Clerks Use Only Date of Issuance: Title Number: County Clerks Use Only Date of Issuance: Title Number: County Clerks Use Only Tota scole of Issuance: Title Number: County Clerks Use Only Date of Issuance: Title Number:	-lome Address (if differe	ent from above)			Home Address (if differe	nt from above)		
y County State Zip City County State Zip nail address Phone # (with area code) US M 5/11/1980 ssel Sale Price \$0.00 (606) \$93-9939 (606) \$93-9939 insferor/Seller Signature (606) \$93-9939 anal adtested before me this date/ my commission expires/ Subscribed and attested before me this date/ my commission expires/ stellog Official/Notary Signature Transferce/Owner/Buyer Signature stellog Official/Notary Signature/Tite					UNION	BOONE	KY	41091-9465
uil address Phone # (with area code) seel Sale Price \$0.00 Citizenship ol Primary Applicant seel Sale Price \$0.00 Citizenship ol Primary Applicant seel Sale Price \$0.00 Citizenship ol Primary Applicant ansferor/Seller Signature Citizenship ol Primary Applicant ansferor/Seller Signature Transferee/Owner/Buyer Signature seel Sale Defore me this date	Dity	County	State	Zip	City	County	State	Zip
And standard and a standard and and standard and standard and and standard and st	Email address		Phone # (with area code)	US Citizenshin of Primary Ar	oplicant	M	5/11/1980 Date of Birth
sets Sale Price \$0.00 (606) \$93-9393 Email address Phone # (with area code) ansferor/Seller Signature Transferee/Owner/Buyer Signature section databased before me this date my commission expires/ Subscribed and attested before me this date/ my commission expires/ seting Official/Notary Signature/Tite	inan auuress		Filone # (min area coue)	Grazenship of Frintary Ap	/prival It	Jex	Date of Difti
Erman accress Prone # (with area code) ansferor/Seller Signature Transferee/Owner/Buyer transferee/Ow	Vessel Sale Price \$0.0	00			Email address		DL	(606) 999-9999
ansferor/Seller Signature Transferee/Owner/Buyer Signature Subscribed and attested before me this date/ my commission expires/ Attesting Official/Notary Signature/Title County Clerks Use Only Tote Nameer:					Email address		Phor	ie # (with area code)
ansferor/Seller Signature Transferee/Owner/Buyer Signature technologication: Transferee/Owner/Buyer Signature/Tite Transferee/Owner/Buyer Signature/Tite Transferee/Owner/Buyer Signature/Tite The Number: Total Notary Signature/Tite Total Notary Signature/	ransferor/Seller Sign	ature			Transferee/Owner/Buy	er Signature		
booribed and attested before me this date/ my commission expires/ Subscribed and attested before me this date/ my commission expires/	Fransferor/Seller Sign	ature			Transferee/Owner/Buy	er Signature		
esting Official/Notary Signature/TitleAttesting Official/Notary Signature/Title ection 6: County Clerks Use Only you of Application: Table Number: Tortly that the lise indicated to be filed has been noted into the automated system and that a title will be withheld for 3D days, or until financing statement and fees required are received, whichever occurs first. erk Signature: County: Date:	Subscribed and attected bo	efore me this date//	my commission ex	pires//	_ Subscribed and attested bef	ore me this date/	/ my commiss	ion expires//
control Clerks Use Only Date of Issuance: Title Number: Title Number: Title Number: Title Number: contrily that the lien indicated to be filed has been noted into the automated system and that a title will be withheld for 30 days, or until financing statement and fees required are received, whichever occurs first. erk Signature: Country: Date:	ourse loeu anu allesteu be				Attesting Official/Notary Sig	nature/Title		
Type of Application: Title Number: Title Number: Title Number: Title Number: Toter Number: Territy that the lien indicated to be filed has been noted into the automated system and that a title will be withheid for 30 days, or until financing statement and free required are received, whichever occurs first. erk Signature: Date:	Attesting Official/Notary Sig	nature/Title						
I certify that the lien indicated to be filed has been noted into the automated system and that a title will be withheid for 30 days, or until financing statement and fees required are received, whichever occurs first.	Attesting Official/Notary Sig	mature/Title	Y					
erk Signature: Date:	Attesting Official/Notary Sig Section 6: Count Type of Application:	nature/Title	Date of	Issuance:		Title Number:		
erk Signature: Date:	Attesting Official/Notary Sig Section 6: Count Type of Application: I certify that the lien indi	nature/Title	Date of Date of Ited into the automated sys	Issuance: Item and that a title wil	ll be withheld for 30 days, or until	Title Number: financing statement and fe	es required are receiv	ed, whichever occurs first.
DO NOT ADDEDT TITLE OR ADDI IONTION QUONNING ANY ERAQUEED, ALTERATION, OR MUTH ATIONS	Attesting Official/Notary Sig Section 6: Count Type of Application: I certify that the lien indi	mature/Title	Date of Date of Date into the automated system	Issuance: stem and that a title wil	II be withheld for 30 days, or until	Title Number: financing statement and fe	es required are receiv	ed, whichever occurs first.
	Attesting Official/Notary Sig Section 6: Count Type of Application: I certify that the lien indi Clerk Signature: DO	ty Clerks Use Only icated to be filed has been no NOT ACCEPT TIT	Date of Date of Into the automated sys	Issuance: Item and that a title wil	II be withheld for 30 days, or until County: NG ANY ERASURES,	Title Number:	es required are receiv Date: DR MUTILATIO	ed, whichever occurs first.
	Attesting Official/Notary Sig Section 6: Count Type of Application: Territy that the lien indi Clerk Signature:	ty Clerks Use Only icated to be filed has been no NOT ACCEPT TIT	y Dete of sted into the automated sys	Issuance: item and that a title wil	II be withheld for 30 days, or until County:	financing statement and fo	es required are receiv Date: DR MUTILATIO	ed, whichever occurs first.
	Attesting Official/Notary Sig Section 6: Count Type of Application: I certify that the lien indi Clerk Signature: DO	ty Clerks Use Only	Date of Date of into the automated sys	Issuance: item and that a title wil	II be withheld for 30 days, or until County:	Title Number: financing statement and fo	es required are receiv Date: DR MUTILATIO	ed, whichever occurs first.
	Attesting Official/Notary Sig Section 6: Count Type of Application: I certify that the lien indi Clerk Signature: DO	ty Clerks Use Only	y Date of into the automated sys	Issuance: Istem and that a title wi	II be withheld for 30 days, or until County:	Title Number: financing statement and fo	es required are receiv	ed, whichever occurs first.
	Attesting Official/Notary Sig Section 6: Count Type of Application: Teertify that the lien indi Clerk Signature: DO	ty Clerks Use Only	y Date of into the automated sys	Issuance: stem and that a title wi	II be withheld for 30 days, or until County: NG ANY ERASURES,	Title Number: financing statement and fo	es required are receiv	ad, whichever occurs first.
x Close Preview 🔒 Prin	Attesting Official/Notary Sig Section 6: Count Type of Application: Teertify that the lien indi Clerk Signature: DO	ty Clerks Use Only icated to be filed has been no NOT ACCEPT TIT	y Date of Just of the automated sys	Issuance: stem and that a title wi	II be withheld for 30 days, or until County: NG ANY ERASURES,	Title Number: financing statement and fo	es required are receiv Date: DR MUTILATIO	ed, whichever occurs first.
× Close Preview	Attesting Official/Notary Sig Section 6: Count Type of Application: Teerity that the len indi	ty Clerks Use Only	y Date of other automated syn	issuance: stem and that a title wi	II be withheld for 30 days, or until County:	Title Number: financing statement and fo	ees required are receiv Date: DR MUTILATION	ed, whichever occurs first.
X Close Preview 🔒 Prin	Attesting OfficialNotary Sig Section 6: Count Type of Application: Certify that the len indi- Clerk Signature: DO	ty Clerks Use Only	y Date of oted into the automated sys	Issuance: stem and that a title wi	II be withheld for 30 days, or until County: NG ANY ERASURES,	Title Number:	es required are receiv Date: DR MUTILATIC	ed, whichever occurs first.

*The 'Editing a Title Application from the Shopping Cart' section of the Title Application Additional Information Manual may be helpful if you need to change something after this point. Also, reference the the Point of Sale Manual for info on Checking Out from the Shopping Cart.

- 19. If a new state-issued HIN was requested, after the application has been checked out, the Transaction Summary will have the new HIN.
 - a. Clicking the Title, KY, or HIN #s will take you to the Vehicle Summary Page.
 - b. 😫 will allow you to reprint the PODD receipts and any decals if necessary.
 - c. unit will print the application, including the new title number and HIN, if requested.
 These 2 buttons are available for 14 days after the transaction is complete.

Transaction ID:	033415280	Transaction Date:	06/24/2019						
Receipt Number:	LPJ190624145744	Date Paid:	06/24/2019						
RATCLIFF. /	ARK								
Customer ID: (01/21315			2					
(Items: 18) (Ve	abicles: 1)			a.				la –	~
(icenis: 10) (ve	andes. I)							D.	μ.
Item Descri	ption					Qty	Price	Amount	
(KAVIS) 1985	Honda Boat		Title #: 191750085004	KY #: KY0900F	A HIN: KYZ03755C919			e	
	Clerk Title Fee					1	6.00	\$6.00	
	State Title Fee					1	3.00	\$3.00	
	LIEN FILING FEE, File Numb	er: 654789				1	22.00	\$22.00	
	Boat Use Tax					1	102.00	\$102.00	
1967	DUO 000			KY #: KY7327	V				
	Ad Valorem Tax, 2014					1	2.34	\$2.34	
	Clerk Lien Fee					1	2.00	\$2.00	
	Ad Valorem Tax, 2015					1	2.13	\$2.13	
	Clerk Lien Fee					1	2.00	\$2.00	
	Ad Valorem Tax, 2016					1	1.94	\$1.94	
	Clerk Lien Fee					1	2.00	\$2.00	
	Ad Valorem Tax, 2017					1	1.76	51.76	
	Llerk Lien Fee					1	2.00	\$2.00	
	Clork Lion Foo					1	2.00	\$2.00	
	Ad Valorem Tax 2019					1	1.35	\$1.35	
	Clerk Lien Fee					1	2.00	\$2.00	
1995	BAYLINER 1954CW CAD			KY #• KY01/19	31		2100	92,000	
	A LIVE T 2040			R (<i>n</i>, <u>R</u>(n)+12			22.02	600.00	
	Ad Valorem Tax, 2019					1	23.92	523.92	
	clerk Lien ree					1	2.00	32.00	
					Customer Total:			\$181.99	
					Sub Total:			\$181.99	
					Total:			\$181.99	
					Cash Payment:			\$181.99	
🔒 Reprint / 🖂 E-r	nail 🔄 Preview							Modify Rece	ipt 🕑 Done

20. From the new Vehicle Summary Page, the Vehicle Information section will also include the new HIN.

◆ Vehicle Information		
	,20.	Update
Year: 1985	Make: Honda Model: Boat	
KY Number: KY0900RA	HIN: KYZ03755C919	

Multiple Transfer Applications

This functionality is to process multiple Dealer Assignments in one transaction for titles that are new to Kentucky.

- The final owner in the transaction can be either a Dealer, Individual, or Organization.
- All Intermediate Buyers must be KY Dealers.
- Customers will not be checked for PVA Issues, nor will the payment of delinquent taxes be required since there is a Dealer involved with the transaction.
 - **Ad valorem** due on the boat being transferred can be added to the Shopping Cart **after** the multiple transfer is in the shopping cart.
- If a Dealer's information is incorrect or they do not have a dealer permit for the current year, they must make the changes with the Department of Fish and Wildlife. KAVIS will reflect those changes the following day.
- After the multiple transfer application has been checked out, there will be a title number created for each intermediate buyer/dealer.
 - **Reversals** of a multiple transfer application must be done in several steps, reversing each title in a separate transaction. Each transaction will refund the title and/or registration fees associated with the specific title.
- Multiple transfer applications are not available to be edited once they have been checked out from the shopping cart. If there is an error that needs to be corrected, reversals will need to be done until the title is at the point before the error and the correction can be processed.

Multiple Transfer Fees

- If <u>Kentucky Transfer</u> is chosen, the final Buyer will be an Organization or Individual(s), so the Total Due will start with a \$9 title fee (\$6 state and \$3 clerk title fees) for the new Owner.
- If <u>Dealer Assignment</u> is chosen, the final Buyer will be a Dealer, so the Total Due will start with a \$6 state registration fee for the new Owner.
- The first intermediate dealer/buyer will be charged \$8 (\$6 state and \$2 clerk reg fees).
 - Each additional intermediate dealer/buyers will be charged a \$6 state reg fee.

Multiple Transfer - Kentucky Transfer

This is how to process a Kentucky title application whose processing includes at least one Dealer.

- These applications are for boats that are either purchased from a non-Kentucky resident, or is being brought in from out of state by a Kentucky Dealer.
- These will result in an Individual or Organization having ownership of the boat.
- 1. From the Buyer's Customer Account Page, click New Title.

DDINGS, SHIRLEY t#:001213118	Edit View Notes	Action Center
72 Arcaro Ln	Financial History	\$ Ad Valorem taxes are past due for 1988 STRAROS 289Z. The total amount past due is \$212.92
ON, KT 41091	- manoual miscory	1988 STRAROS 289Z is Ready for Registration Renewal.
ehicles		
Boats (1)	Renew All (1) Renew Selected (0)	New Title Switch to List Vie
🛥 \$ ®	Μ 🗌	
1988 STRAROS 289Z	KY0413AN	
Title#: 031840080204	Active - Title Issued	
Out-of-state	Reg: Expired	
Manag	ge 🗸 🛛 Title 🗸 🛛 View	

- 2. Choose 'Yes' for Multi-Transfer.
 - a. Select the Titling State and the Out of State Title Number (if applicable) and click
 Continue
 - b. **Cancel Title Application** at any point of this process will delete all progress on this application.

1	2	•		5	6	7		3
Title Information	Vehicle Information	Seller Information	Buyer Information	Lien Information	Registration	Additional Information	Fina	alize
Title Action	,2	2.				Total	Due:	\$9.00
Multi- Titl	Transfer: O No O Yes	sfer 🗸 *						
Titling Out of State	○ Kentucky Title ● Out c g State: Select State • Title #:	of State Title *						
⊗ Cancel Title Appl	lication b.	a.						

3. Return to this step, if needed, to choose another Title Action by clicking CReset, however all data that has been entered will be removed.



- 4. Fill out the Vehicle Information page and click either of the **Continue** buttons.
 - a. Placing the Title Application on hold will save the application to the Seller's Customer Account Page for 60 days.
 - b. As fees are added to the application, the Total Due is updated. Since this is a KY Transfer, the starting fees include the final transfer fees (\$9) and any Registration fees, if the registration is active.
 - c. If the boat does not have a HIN, or has an invalid HIN, you can request a State-Issued HIN and KAVIS will create it after checking out/finalizing the application.
 - Include all required HIN application documents with the other documents scanned into PODD.
 - d. Add a Motor here by clicking Add Motor .
 - e. Include the purchase price for the motor if it was purchased separate from the boat.

					d. ⁻	Total Due: \$9.00
oat Details	County of Dockage:	Select One		Г	Vehicle has a Situs Address	
	Year			Make:	· · · ·	
	Model:			HIN:		
		· ··		C.	Request State-Issued HIN	
	Boat Type:	Select One 🗸 *		Hull Material:	Select One 🗸 *	
	Engine Drive:	Select One 🗸 *		Propulsion:	Select One 🔽 *	
	Length Ft:	*		Length In:	*	
	Beam Ft:	*		Beam In:	*	
	Occupant Capacity:	••		Weight Capacity:	••	
	Number of Toilets:	*		Toilet Type:	Select One	
	Primary Use:	Select One 🖌 *		Brand:	Hall Damaged	
Motor(s)						d.
V Motor #1						Add Motor
	Year: *		Make:	*	Horsepower:	* × © Delete Copy
	Fuel: Select One	v *	Serial #:		Year of Purchase:	Motor Motor
Purchase A	mount:					
	e					

5. On the Seller Information step, click Add Seller

1	2	3	4	5	6		
Title Information	Vehicle Information	Seller Information	Buyer Information	Lien Information	Registration	Additional Information	Finalize
Seller Informatio	on					Total	Due: \$9.0
Add Seller	_						
	5.						
⊗ Cancel Title Ap	plication						

6. Enter the Seller's information and click **Add**.

Information	Vehicle Information	Seller Information	Buyer Information	Lien Information	Registration	Additional Information	Finalize
ller Information						Total E)ue: \$9.00
Seller Name E-Mail Address Phone Number			*	Seller Address Address 1:		*	
				Address 2:	itate 🗸 *	* Zip: *	
				Aun:		Canc	el 👤 Add
	_						

- 7. Enter the Seller Notary Date if you have it and click > Continue.
 - c. Clicking the kill allow you to remove the Seller or edit their information.
 - d. Add another Seller if applicable.

l					Total	Due: \$9.0
Seller Info	rmation					
Ro	n Swanson					
	Seller Name: Ron Swansor	ı				
	Email:					
	Phone:					
	Address: 123 Main St Simpsonville	, AL 16548				
					🖸 Edit	× Remove
	Seller Notary Date:		-		· · · · · · · · · · · · · · · · · · ·	
	_		- /.		•	a.'
Add Sell	er h					u .
	- U.					

- 8. On the Buyer Information step, select Add a Buyer for the Intermediate Dealer(s).
 - a. There can be up to 5 Intermediate Buyers; they can only be Dealers.

		-	Barris Information					
Title Information	Vehicle Information	Seller Information	Buyer Information	Lien Information	Registration	Additional Informa	ation Fi	inalize
						Place On Hold	Continue	
							Total Due:	\$9
		Add Dealers as Inte	ermediate Buyers on this	Step. Use Below section	for current Buyer(s).		
ntermediate Buy	er Information							
Add a Buyer								
Add a Buyer	8.							
Add a Buyer	8.							
Add a Buyer	8.							
Add a Buyer	8.							
Add a Buyer	* 8.							
Add a Buyer Buyer Information Primary Seco	n dary Customer ID	Customer Name						
Add a Buyer Buyer Information Primary Seco	n n ndary Customer ID 001213118	Customer Name SHIRLEY GEDDINGS						
Add a Buyer	ndary Customer ID 001213118	Customer Name SHIRLEY GEDDINGS						
Add a Buyer Buyer Information Primary Seco	8. n 001213118 vate: *	Customer Name SHIRLEY GEDDINGS	0 *1					
Add a Buyer Buyer Information Primary Seco V Buyer Notary D Add a Buyer	Andary Customer ID 001213118 Vate: *	Customer Name SHIRLEY GEDDINGS	 ≈ ()					
Add a Buyer Buyer Information	n ndary Customer ID 001213118 Vate: *	Customer Name SHIRLEY GEDDINGS	₩					
Add a Buyer Buyer Information Primary Seco C Buyer Notary D Add a Buyer Key	ndary Customer ID 001213118 ate: *	Customer Name SHIRLEY GEDDINGS	○ ~					
Add a Buyer Buyer Information Primary Seco Buyer Notary D Add a Buyer Key Y = The first two	8. ndary Customer ID 001213118 Nate: *	Customer Name SHIRLEY GEDDINGS	r O					
Add a Buyer Buyer Information Primary Seco Suyer Notary D Add a Buyer Add a Buyer Key Super The first two I = The first two I = The Custom	A a a a a a a a a a a a a a a a a a a a	Customer Name SHIRLEY GEDDINGS polication will be printed Select flag to navigate to	on the title.					
Add a Buyer Buyer Information Primary Seco Buyer Notary D Add a Buyer Key The first two I = The Custom	R. ndary Customer ID 001213118 vate: *	Customer Name SHIRLEY GEDDINGS	on the title. Customer Account.					

9. Enter the Dealer's info and click Q Search.

1 Title Information	2 Vehicle Information	3 Seller Information	4 Buyer Information	5 Lien Information	6 Registration	7 Additional Information	Finalize
		Search	By: Dealer				
Dealer: (Dealer Number: (9.				
FEIN: (
						Ø Cancel 💭	Reset Q Sear

10. From the Search Results, click Select next to the correct Dealer's account.

a. If the Dealer is not displayed, click Q Display Search Criteria to change the search criteria entered.

1 Title Information	2 Vehicle Info	3 rmation Seller Information	4 Buyer Information	5 Lien Information	Registration	Additional Information	8 Finalize	a.
Customer ID	FEIN/SSN	Dealer Name	Deale	er Number	Phy	sical Address		
001693840	472975897	BARREN RIVER BOAT SHOP LLC	KY2491D		12766 SCOTTSVILLE RD, LUCAS, KY, 42156		Select	10
001693595	208274227	BARRY'S MARINE SERVICE, INC	KY1615D	1	5984 CANTON RD, CADIZ, KY, 42211		Select	-10

- 11. On the Buyer Information Page, click > Continue when all Buyers have been added.
 - a. Click¹ to remove the specific Buyer from the application.
 - b. Adjust the Date of Purchase if necessary.
 - c. Add other Intermediate Buyers, up to 5.
 - d. If the application was started from a Customer Account Page, their information will be saved as a final Buyer.
 - e. An ownership connector (and/or) is required for multiple Buyers.
 - f. rappears if the Customer's account is missing required information.
 - i. Click on the icon and edit the necessary fields.
 - g. Enter the required Buyer Notary Date.
 - h. Add additional final Buyers, if applicable (only the first 2 will be printed on the title).
 - i. The positions of the owners can be switched by clicking ¹.
 - j. Placing the Title Application on hold at this point will save the information to the final Buyers' Customer Account Page(s) for 60 days.

Title Information	Vehicle Information	Seller Information	Buyer Information	Lien Information	Registration	Additional Information	Fina
						Place On Hold > Contin	iue 🔫
					j.	Total Due:	\$23.
		Add Dealers as Intern	nediate Buyers on this s	Step. Use Below section	for current Buyer(s).		
	1-6						
ntermediate Buyer	Information						
Cuet	tomor ID	Doslor Namo	Doslor Number Da	to of Burchaso			
Transfer 1 001693	3840 BARREN	RIVER BOAT SHOP LLC	KY2491D 12/	04/2019 * 🕄			
Transfer 2 001693			KY1957D 12/	04/2019 * 0	a.		
	3754 CAVE RUN						
Add a Russer	3754 CAVE RUN			b.			
Add a Buyer <mark>y</mark>	C.			b.			
Add a Buyer	C.	- e.		b.			
Add a Buyer	C.	e.		b.			
Add a Buyer	C.	e. ★ Customer Name		b.			
Add a Buyer	C. C. dary Customer ID 001213118	e. * Customer Name SHIRLEY GEDDINGS	r. 0 	b.			
Add a Buyer	C. ector: Select OneS dary Customer ID 001213118 001027947	e. * Customer Name SHIRLEY GEDDINGS EMILLY JANE TRACY	[™] • • a.	b.			
Add a Buyer	C. ector: Select OneS dary Customer ID 001213118 001027947 te:	Customer Name SHIRLEY GEDDINGS EMILY JANE TRACY	f.	b.			
Add a Buyer	C.	e. * Customer Name SHIRLEY GEDDINGS EMILY JANE TRACY g.	r∎ o f.	b.			
Add a Buyer	C. ector: Select OneS dary Customer ID 001213118 001027947 te:	e. * Customer Name SHIRLEY GEDDINGS EMILY JANE TRACY g.	f.	b.			
Add a Buyer	C. C. dary Customer ID 001213118 001027947 te: h. uyers listed on the Title.	e. * Customer Name SHIRLEY GEDDINGS EMILY JANE TRACY g. Application will be printed on	f.	b.			
Add a Buyer	C. C. dary Customer ID 001213118 001027947 te: * h. Account contains errors	e. * Customer Name SHIRLEY GEDDINGS EMILY JANE TRACY g. Application will be printed on . Select flag to navigate to Cu	f.	b.			

12. Click Add Lien if there is one to enter.

b. Once all liens are entered, click > Continue.

0—	2	3	-4		6	7	
Title Information	Vehicle Information	Seller Information	Buyer Information	Lien Information	Registration	Additional Information	Finalize
						Total	Due: \$23.0
ien Information							
Primary Owne	r County of Residence:	BOONE					
	12						
dd Lion	12.						
du Lien-							
dd Llen-							

- 13. If there is a lien, choose from either Pending or Filed from the Lien Status dropdown menu, enter the necessary information and click **Add**.
 - a. If your County is the Primary Owner's County of Residence, you will be able to file a lien, otherwise, Pending will be your only option.
 - b. The checkboxes give the choice of fees to charge.

Re mornatori	venice montator		buyer mornator		registration	Place On Hold	ontinue
en Information						Tot	al Due: \$23.00
Primary Owner (County of Residence:	BOONE					
	Select	a					
Lie	n Status: Filed	*		0	Ella de Granesse		
Lienhold	er Name:	*	*	Lien File N	lumber:	*	
	Address:		*		City:	*	
	State: Kentucky	*			Zip:	*	
Co	mments:				Do not c	harge Lien Filling Fee	
				b	•	Late Lieff Fining Fee (eL.00)	
						Lien Filing Fee: \$22.0	00
							⊘ Cancel + Add

- 14. Click the next to the bank name to view the information entered.
 - a. Return to this step at any time to edit or remove the lien.
 - b. Up to 2 liens can be added per title.
 - The order of the liens is important, the lien with the earlier filed date will be given priority.
 - c. Click > Continue when you have added all liens to the title.

Title Information	Vehicle Information	Seller Information	Buyer Information	Lien Information	Registration	Additional Information Place On Hold > Con	Finali
L'un before et un						Total	Due: \$
Primary Owner	County of Residence:	BOONE					
4th Bank		Lien File Numb	per: 234543	Date Filed: 12	/03/2019	Filing Fee: \$22.00	
Lien Status: Fil	ed	Lien File #: 2345	43 Date File	d: 12/03/2019 Cou	inty Filed: BOONE	Lien Expire	s: 12/03/
Address: 12 Comments:	3 Bank Street	City: Bank	ersville Stat	e: KY	Zip: 40067	🖸 Edit	X Rem
	b.				Total Lien	Filing Fee Due: \$22.00	a.
Add Lien	υ.						

15. Click Add Registration if the boat is to be registered.

a. If the boat is not to be registered, click > Continue and carry on with step 18.

			Liven information	regiandion	Additional information	Einalize
					Place On Hold > Co	ntinue
					Tota	Due: \$45.
egistration	10					
Add Registration	15.					

16. Click Add the registration to the application fees.

le Information	Vehicle Information	Seller Information	Buyer Information	Lien Information	Registration	Additional Information Place On Hold Con	Finalize
gistration						Total	Due: \$45.00
Registr	ation Type: First time		Registration Lengt	h; Short-Term		Expiration Date: 04/30/202	0
	F&W State Registre	ation Fee \$13.33					
	Boat S	afety Fee \$1.00					
	Clerk Registra	ation Fee \$6.00					
	Total Registrat	tion Fees \$23.33					
						00	ancel 👤 Add

17. If changes need to be made, return to this step and remove the registation.

Fitle Information	Vehicle Information	Seller Information	Buyer Information	Lien Information	Registration	Additional Information	Finalize
egistration						10	al Due: \$68.33
Registratio	n Type: First time	Expiration Date	04/30/2020				
Fatw	State Registration Fee	\$13.33					
күтс	State Registration Fee	\$3.00					
	Boat Safety Fee	\$1.00					
	Clerk Registration Fee	\$6.00					
	Total Registration Fees	\$23.33					
							× Remove

- 18. On the Additional Information Page, extra review by MVL can be requested.
 - a. Include any helpful comments for the reviewer.
 - b. If the Move-In checkbox from the Title Information step was NOT selected, you will need to enter the folowing information.
 - c. A Date of Purchase and Purchase Price are required unless the Use Tax Description is 'No Sale'.
 - d. If a Motor Price was added on the Vehicle Information step, it will be added to the Purchase Price to give you the Total Purchase Price.
 - e. If there is a Trade-In, click Add Trade-In, enter the Trade-In Value and ID# (HIN).



i. That amount will automatically be subtracted from the Total Purchase Price.

- 19. The Use Tax Description has several options.
 - a. The following Use Tax Descriptions require additional information.
 - The Resale Exemption requires the Tax ID:



• The Non-Profit/Gov Agency Exemption option requires a Purchase Number:

Use Tax Description:	Non-Profit/Gov Agency Exemption	*
Purchase Number:	*	

- 20. Review the Finalize Title Application Page. If anything is red, click on either the bubble at the top or the warning itself to be taken to the page that needs attention.
 - c. You will not be able to move to the shopping cart if all necessary info is not entered.
 - d. When all necessary data is entered, click Add To Cart and check out as normal.

*Reminder: you can place the Title Application on hold (and KAVIS will save the information to the Customer Account Page for 60 days) if you are not able to finalize it at the moment.

le Information Vehicle Information	a Seller Information Buyer Information	Lien Information	Registration	Additional Information Place On Ho	Finalize
alize Title Application				Total D	ue: \$68.33
1. Title Action - Multi-Transfer, H	Kentucky Transfer				
2. Vehicle Information					
	CRequired Fields Complete				
	CNo Lien on vehicle				
	CNo Delinquent Taxes Owed				
	County of Dockage Complete				
	Add Motor				
	I confirm that this boat does not have a motor.				
3. Seller Information					
Seller 1	CName and Address Complete				
	Seller Information Complete				
4. Buyer Information					
	CIntermediate Buyer Information Complete				
Ownership Connector : AND	COwnership Connector Complete				
	CNotary Date Complete				
Buyer 1 GEDDINGS, SHIRLEY	CRequired Fields Complete				
	Master Record Check Complete				
Buyer 2 TRACY, EMILY JANE	CRequired Fields Complete				
	Master Record Check Complete				
5. Lien Information					
Lien 1 4th Ban	k Filed				
6. Registration					
	CRegistration Complete				
7. Additional Information					
	CAdditional Information Complete				
				21.	
				`	

- 21. Click **Print Preview** to print the new title application filled out with information that was entered during the application process.
 - b. This is not required, just a convenience.

		Kent	u el su Tremen enteti	on Cohinet			TC 96-18
		Kent	ucky transportati	on Cabinet			Rev: 5/201
- Contraction		Divisio	on of Motor Vehi	cle Licensing			Page 1 of
	Motor	Boat Transaction	Record/Application	n for Registratio	n and/o	r Title	
KRS 186A.990 states: Any pers Any person who violates any of	on who knowingly enter the provisions of this cl	ers or attests to the entry of fa	lse or erroneous information up ations adopted under this chapte	on this form will be subject to r shall be fined not less the	o the penalties n fifty dollars (s of forgery in the secon \$50) nor more than two	d degree; KRS 235.990 state: hundred dollars (\$200).
Check the type of applic	ation desired:	Duplicate Update	KY Transfer Ou	t-of-State Transfer	First Tim	ne 🗆 Salvage 🗆	Bebuilt Title Only
If Dunlicate is checked	the original Certif	icate of Title is:	st	amaged 🔲 Illegib	_ □ 0t		
in Duplicate is checked,							
Section 1: VESSEL		ON SECTION (Soo	Potoronco Pago for f	iold values)	I BLUE OF	DLACK INK.	
Section 1. VESSEE	DENTIFICATI	ON SECTION (See	Reference rage for i	ielu values)			
Dender Title March an	AL	101.4	LL B LL - March		1984	Honda	Boat
Previous Title Number	State	KY#	Huii Identificatio	n (HIN)	rear	маке	Model
Pleasure	A	ir boat	Wooden	Outboard		Water Jet	BOONE
Primary Operation (Boat Us	e) Ve	ssel Type	HULL Material	Engine Drive		Propulsion	County of Dockage
Euel Lenoth	1, 1 (feet inches)	12, 2 Beam (feet inches)	21 Capacity	or Weight Canacity	/	# of Toilets	Toilet Type
Longin	()		oupuony	e			
Section 2: VESSEL	ENGINE/MOT	DR					
Motor 1 Make	Year	Horse Power	Motor Serial #	Year	Purchased	Purchase	Amount
Motor 2 Make	Year	Horse Power	Motor Serial #	Year	Purchased	Purchase	Amount

22. At the bottom of the print preview page, there are options to Print and add the application to the Shopping Cart.

	VESSEL TRANSFEREE/OWNER/BUYER SECTION
AUE DIN VANARA MOTORSDOPTS	SHIRLEY
ime of Transferor/Seller Dealer Number	Name of Transferee/Owner/Buyer DL/SSN/FED ID#
	BUYER JOINT OWNERSHIP: OR S AND (NOTE: If neither box is checked, the transfer shall require both signatures.)
	EMILY J
me of Second Transferor/Seller	Name of Second Transferee/Owner/Buyer DL/SSN/FED ID#
alling Address	Mailing Address
me Address (if different from above)	Home Address (if different from above)
REHEAD ROWAN KY 40351 ty County State Zin	City County State Zip
FORCAVERUNMOTORSPORTS.COM (606) 784-2300	US F 5/11/1980
nail address Phone # (with area code)	Citizenship of Primary Applicant Sex Date of Birth
seel Sale Price \$1, 654, 00	
5561 Sale Fille <u>v1, 031.00</u>	Email address Phone # (with area code)
aneforor/Soller Signature	Transferes/Owner/Buyer Signature
more of seller alguature	Transiereerowneirbuyer Signature
ansferor/Seller Signature	Transferee/Owner/Buyer Signature
bscribed and attested before me this date// my commission expires//	Subscribed and attested before me this date// my commission expires//
esting Official/Notary Signature/Title	Attesting Official/Notary Signature/Title
ection 6: County Clerks Use Only	
Type of Application: Date of Issuance:	Title Number:
I certify that the lien indicated to be filed has been noted into the automated system and that a title w	will be withheld for 30 days, or until financing statement and fees required are received, whichever occurs first.
erk Signature:	County: Date:
DO NOT ACCEPT TITLE OR APPLICATION SHOW	VING ANY ERASURES, ALTERATION, OR MUTILATIONS.

*The 'Editing a Title Application from the Shopping Cart' section of the Title Application Additional Information Manual may be helpful if you need to change something after this point. Also, reference the the Point of Sale Manual for info on Checking Out from the Shopping Cart.

- 23. If a new state-issued HIN was requested, after the application has been checked out, the Transaction Summary will have the new HIN.
 - a. Clicking the Title or KY #s will take you to the Vehicle Summary Page.
 - b. 😫 will allow you to reprint the PODD receipts and any decals if necessary.
 - c. Solution will print the application, including the new title number and HIN, if requested.
 These 2 buttons are available for 14 days after the transaction is complete.

Transaction ID: 028777046	Transaction Date:	12/04/2010					
020111340	mansaodon bate.	12/04/2019					
eceipt Number: LPJ191204164408	Date Paid:	12/04/2019					
GEDDINGS, SHIRLEY		а.					
Customer ID: 001213118						h .	
(Items: 10) (Vehicles: 1)						D.	
Item Description				City	Price	Amount	
KAVIS 1984 Honda Boat		fittle #: <u>193380085007</u>	KY #: KY0907CK			•	
Clerk Registration Fee				1	6.00	\$6.00	
KYTC State Registration Fee				1	2.00	\$2.00	
		Title #: 193380085008					
Clerk Registration Fee				1	6.00	\$6.00	
		Title #: 193380085009			-		
F&W State Registration Fee				1	13.33	\$13.33	
KYTC State Registration Fee				1	3.00	\$3.00	
Boat Safety Fee				1	1.00	\$1.00	
Clerk Title Fee				1	6.00	\$6.00	
State Title Fee				1	3.00	\$3.00	
Clerk Registration Fee				1	6.00	\$6.00	
LIEN FILING FEE, File Number: 2	34543			1	22.00	\$22.00	
			Customer Total:			\$68.33	
			Sub Total			\$68.33	
			Total:			\$68.33	
						00000	
			Cash Payment:			\$68.33	
⊖ Reprint / ⊠ E-mail 🕒 Preview						Modify Receipt	🕑 Done

24. From the new Vehicle Summary Page, the Vehicle Information section will include the new HIN, if requested.

Vehicle Information			
			Upda
Year: 1984	Make: Honda	Model: Boat	
KY Number: KY0907CK	HIN: KYZ04356C919		

25. The Chain of Ownership tab at the top of the Vehicle Summary Page will include all Dealers from the transfer.

				Viewing 3 of 3 Titles			Reve
Dwr	ner(s)	Chain of Owner	ship				
	Seq.	Title Number	Primary Owner	Address	Title Status	Issue Date	Last Action Date
3		193380085009	GEDDINGS, SHIRLEY	10972 Arcaro Ln, UNION, KY 41091	Application		12/04/2019
2		193380085008	CAVE RUN YAMAHA MOTORSPORTS	2777 KY HWY 801 N, MOREHEAD, KY 40351 Attn: JAYLAH SKAGGS	Surrendered - Transferred	12/04/2019	12/04/2019
1		193380085007	BARREN RIVER BOAT SHOP LLC	12766 SCOTTSVILLE RD, LUCAS, KY 42156	Surrendered - Transferred	12/04/2019	12/04/2019

Multiple Transfer - Dealer Assignment

This is how to process a Kentucky title application whose processing includes at least one Dealer.

- These applications are for boats that are either purchased from a non-Kentucky resident, or is being brought in from out of state by a Kentucky Dealer.
- These will result in a Kentucky Dealer having ownership of the boat.
- 1. From the final Dealer's Account Page click on New Title.

VE RUN YAMAHA	View							
DTORSPORTS								
st #:001693754	Financ	al History						
77 KY HWY 801 N								
REHEAD, KY 40351								
one: (606) 784-2300								
nail:								
O@CAVERUNMOTOR	SPORTS.COM							
/ehicles								
Boats (1)	Renew All ()) Renew Selecte	ed (0)					New Ti
Boats (1)	Renew All (6) Renew Selecto	ed (0)					New Ti
Boats (1) Manag	Renew All (6 le - Title - Vie	i) Renew Selecte	ed (0)				Filter:	New T
Boats (1) Manag Showing 1 to 1 of 1 entri Show 10 V entri	Renew All (0 ne • Title • Vie es les	i) Renew Selecto	ed (0)				Filter:	New T
Boats (1) Manage Showing 1 to 1 of 1 entri- Show 10 👽 entr Select Year	Renew All (ie - Title - Vie es ies JF Make)) Renew Selectr	ed (0)	KY / Plate #	j≟ Title Ty	rpe / Status	Filter:	New Ti
Boats (1) Manage Showing 1 to 1 of 1 entri Show 10 v entr Select Year 2018	Renew All (e · Title · Vie es les les bombardier	n) Renew Selectr	ed (0)	KY / Plate # KY0803ZH	Li Title Ty Dealer Assignm	r pe / Status ent	Filter:	New Ti

- 2. Choose 'Yes' for Multi-Transfer.
 - a. Choose 'Dealer Assignment' from the Title Action dropdown menu.
 - b. Select the Titling State and the Out of State Title Number (if applicable, depending on the state chosen) and click > Continue.
 - c. Cancel Title Application at any point of this process will delete all progress on this application.

1	2		4	5	6		3
Title Information	Vehicle Information	Seller Information	Buyer Information	Lien Information	Registration	Additional Information	inalize
Title A stiller		2.				Total Due:	\$6.00
Inte Action Multi-	Transfer: O No • Yes	a.					
Titl	e Action: Dealer Assignr	nent 🗸 *					
(C Kentucky Title	of State Title 🔸					
Titling	g State: Select State	* 🗸 🖌					
Out of State	Title #:	b.					
0.0	C.						

3. Return to this step if you need to choose another Title Action by clicking CReset, however you will lose all data that has been entered.

	2	3	4	6	6		8
inde information	venicle information	Seller Information	Buyer Information	Lien Information	Registration	Additional Information	tinue
						Tota	I Due: \$6
itle Action							
Multi- Tit	Transfer: O No OYes	ment 🗸 *					
	C Kentucky Title	of State Title \star					
Titlin	g State: Alabama	*					
		S Reset	2				
			J				
			5.				

- 4. Fill out the Vehicle Information page and click either of the **Continue** buttons.
 - a. If the boat does not have a HIN, or has an invalid HIN, request a State-Issued HIN and KAVIS will create it after checking out/finalizing the application.
 - b. Add a Motor by clicking $+_{\text{Add Motor}}$.
 - c. Include the purchase price for the motor if it was purchased separately from the boat.

							2 Continue	
							Total Due:	\$6.00
at Details								
	County of Dockage:	Select One	*	[Vehicle has a Site	us Address		
	Year:	*		Make	:	*		
	Model:		*	a. Hin	:			
			_		Request State-Iss	ued HIN		
	Boat Type:	Select One	2 * D	Hull Material	Select One	*		
	Engine Drive:	Select One	<u> </u>	Propulsion	Select One	*		
	Beam Ft			Beam In:	*			
	Occupant Capacity:			Weight Capacity	· · · · · ·			
	Number of Toilets:			Toilet Type	Select One	~		
	Primary Use:	Select One	*	Brand	: Hail Damaged			
Motor/s)								
motor(s)							b. 😽	+ Add Motor
 Motor #1 								
	Year: *		Make:	*	Horsepov	ver:	* × Delete	Сору
	Fuel: Select One	*	Serial #:		Year of Purcha	se:	Motor	Motor
Purchas	se Amount:							
		с.						

5. On the Seller Information step, click Add Seller .

0	2	3	4	5	6		
Title Information	Vehicle Information	Seller Information	Buyer Information	Lien Information	Registration	Additional Information Place On Hold Con	Finalize
eller Information						Tota	Il Due: \$6.0
Add Seller	-						
• 	5.						
Cancel Title Appl	ication						

6. Enter the Seller's information and click **Add**.

itle Information	Vehicle Information	Seller Information	Buyer Information	Lien Information	Registration	Additional Information	Finalize
						Place On Hold > Con	tinue
						Tota	I Due: \$6.00
Iller Information							
Sollar Nama							_
	·		*	Seller Address			
E-Mail Address				Address 1:			
Phone Number	:			Address 2:			
				City		*	
				State: Select St	ate 🗸 *	Zip *	
				Attn:			
						⊘ Ca	ncel 👤 Add

- 7. Enter the Seller Notary Date if you have it and click > Continue.
 - a. Clicking the kill allow you to remove the Seller or edit their information.
 - b. You may add another Seller, if applicable.

	1		3			6)
	Title Information	Vehicle Information	Seller Information	Buyer Information	Lien Information	Registration	Additional Information	Finaliz	ze
							Place On Hold > Co	ontinue	
							Tot	al Due: \$	\$6.0
-	Seller Information								
	Bob Shepherd								
	Seller Name:	Bob Shepherd							
	Email:								
	Phone:								
	Address:	132 Farm Road							
		Simpsonvillle, AL 1	6448						
							L2 Edi	it × Rem	iove
	Sollar	Notany Data:						7	
	Seller	Notary Date.	—					\mathbf{N}	
	Add Sollor							a.	
	Add Seller	b .							
	A								
	Cancel Title Applica	uon							

- 8. On the Buyer Information step, select Add a Buyer for the Intermediate Dealer(s).
 - a. The first Buyer/Dealer you add will be the first transfer in the process.
 - b. You can add up to 5 Intermediate Buyers, they can only be Dealers.
 - c. As fees are added to the application, the Total Due is updated. Since this is a Dealer Assignment, the starting fee is the final state registration fee (\$6).

	2			5	6		
Title Information	Vehicle Information	Seller Information	Buyer Information	Lien Information	Registration	Additional Information	Finalize
						Place On Hold > Con	tinue
						Tota	I Due: \$6.0
		Add Dealers as Int	ermediate Buyers on this	Step. Use Below section	n for current Buyer(s)		
1							
itermediate Buye	er information						
Add a Buyer	8.						
uyer Informatior	1						
Customer ID	Dealer Name	Deale	r Number				
Customer ID 001693754	Dealer Name CAVE RUN YAMAHA M	Deale OTORSPORTS KY195	T Number				
Customer ID 001693754 Buyer Notary D	Dealer Name CAVE RUN YAMAHA M	Deale OTORSPORTS KY195	7D 😳				
Customer ID 001693754 Buyer Notary D	Dealer Name CAVE RUN YAMAHA M ate: *	Deale OTORSPORTS KY195	7D C				
Customer ID 001693754 Buyer Notary D	Dealer Name CAVE RUN YAMAHA M ate: *	Deale OTORSPORTS KY195	7D 🗘				
Customer ID 001693754 Buyer Notary D	Dealer Name CAVE RUN YAMAHA M ate: *	Deale OTORSPORTS KY195	TD				

9. Enter the Dealer's info and click Q Search.

1 Title Information	2 Vehicle Information	3 Seller Information	4 Buyer Information	Lien Information	6 Registration	Additional Information	Finalize
Dealer:		Searc	h By: Dealer	~			
Dealer Number: FEIN:			9.				
						Ø Cancel Ø	Rest Q Search

- 10. From the Search Results, click Select next to the correct Dealer's account.
 - a. If you do not see the Dealer you are needing, click Q Display Search Criteria to search change your search details.

Title Information	2 Vehicle Info	mation Seller Information	4 Buyer Information	Lien Information	Registration	Additional Information	8 Finalize	, a
Customer ID	FEIN/SSN	Dealer Name	Deale	r Number	Phy	sical Address		
001693840	472975897	BARREN RIVER BOAT SHOP LLC	KY2491D	1	12766 SCOTTSVILLE RD, LUCAS, KY, 42156		Select	\ 1
001693595	208274227	BARRY'S MARINE SERVICE, INC	KY1615D	5	5984 CANTON RD, CADIZ, KY, 42211		Select	

- 11. Once all Intermediate Buyers have been added to the application, enter the required Buyer Notary Date and click Continue.
 - a. If the application was started from a Dealer Account Page, their information will be saved as the final Buyer.
 - If the application was started from the Home Page, there will be an Add a Buyer button available to add the final Dealer.
 - b. Click^Q to remove a specific Buyer from the application.
 - c. Adjust the Date of Purchase if it needs to be altered.
 - d. Placing the Title Application on hold at this point will save the information to both the Seller's and final Buyer's Customer Account Pages for 60 days.

1	2	3	4	5	(6	7		8
Title Information	Vehicle Information	Seller Information	Buyer Information	Lien Informal	tion Reg	istration	Additional Informa	tion F	inalize
						d.			
								Total Due:	\$20.0
		Add Dealers as Inter	mediate Buyers on th	is Step. Use Belov	w section for curre	nt Buyer(s)).		
termediate Duver In	formation								
termediate Buyer in	formation								
Custor)	e of Durchooo					
Transfer 1 00169384	0 BARREN RI	VER BOAT SHOP LLC	KY2491D 12/0	5/2019 *	0 b.				
Transfer 2 00169359	5 BARRY'S M	ARINE SERVICE, INC	KY1615D 12/0	5/2019 *	0				
Add a Buyer				°C.					
uyer Information									
Customer ID De	aler Name	Dealer	Number	- h					
001693754 CA	VE RUN YAMAHA M	DTORSPORTS KY1957	0	υ.					
Buyer Notary Date:	*								
		11.	и.						
Cancel Title Applicat	ion								

12. Click Add Registration if applicable.

a. If a registration is not needed, click \rightarrow Continue and proceed with step 15.

0	2	3	-4	5	6	7	
Title Information	Vehicle Information	Seller Information	Buyer Information	Lien Information	Registration	Additional Information Place On Hold Cont	Finalize
Registration						Total I	Due: \$20.00
Add Registration	12.						
⊗ Cancel Title Appl	lication						

13. Click Add to include the registration with the application.

itle Information	Vehicle Information S	Seller Information	Buyer Information	Lien Information	Registration	Additional Information Place On Hold > Contin	Finalize
gistration						Total Du	Je: \$14.00
Regist	ration Type: First time		Registration Leng	gth: Short-Term		Expiration Date: 04/30/2020	_
	F&W State Registration	n Fee \$13.33					
	KYTC State Registration	n Fee \$3.00					
	Boat Salet	y Fee \$1.00					
	Total Registration	Fees \$23.33					
						Ø Car	icel 👤 Add

14. If changes need to be made, return to this step and remove the registation.

itle Information	Vehicle Information	Seller Information	4 Buyer Information	Lien Information	Registration	Additional Information	Finalize
						Place On Hold > Contin	lue
						Total D	ue: \$37.33
gistration							
Registration	Type: First time	Expiration Dat	e: 04/30/2020				
F&W S	State Registration Fe	e \$13.33					
КҮТС 9	State Registration Fe	e \$3.00					
	Boat Safety Fe	e \$1.00					
(Clerk Registration Fe	e \$6.00					
Т	otal Registration Fee	es \$23.33					
						2	Remove
						_	_
							_

- 15. On the Additional Information Page, the Use Tax Description will be 'Resale Exemption' with the final Buyer's Tax ID already entered.
 - a. A Date of Purchase is required before clicking > Continue.

1	2	3	4	5	6 Desidering	7 Additional Information	
I itle Information	venicle information	Seller Information	Buyer Information	Lien Information	Registration	Place On Hold > Contin	Finalize
						Total D	ue: \$37
D	ate of Purchase:	*	*				
Use	Tax Description: Resale	Exemption					
Use	Tax Description: Resale	1	5.		U	se Tax Amount: \$0.00	
Use	Tax Description: Resale	1	5.		U	se Tax Amount: \$0.00	

- 16. Review the Finalize Title Application Page. If anything is red, click on either the bubble at the top or the warning itself to be taken to the page that needs attention.
 - a. When all necessary data is entered, click Add To Cart to add the application to the Shopping Cart.

Title Information Vehicle I	nformation	Seller Information	Buyer Information	Lien Information	Registration	Additional Information	Finalize
						Place On Hol	1
alize Title Application						Total Due:	\$37.33
1. Title Action - Multi-Transfer	, Dealer Assi	gnment					
2. Vehicle Information							
	CRequire	ed Fields Complete					
	County	of Dockage Complete					
	0 A	dd Motor					
		confirm that this boat do	es not have a motor.				
3. Seller Information							
Seller	☑Name a	ind Address Complete					
	C Sallar I	oformation Complete					
	Goener	nonnation complete					
4. Buyer Information							
		diate Buyer Information	Complete				
		Date Complete					
Buyer 1 CAVE RUN YAMAH	c Crequite	a Fields Complete					
5. Lien Information	0						
6. Registration							
	€ Registr	ation Complete					
7. Additional Information							
	Addition	nal Information Complete	2				

*The 'Editing a Title Application from the Shopping Cart' section of the Title Application Additional Information Manual may be helpful if you need to change something after this point. Also, reference the the Point of Sale Manual for info on Checking Out from the Shopping Cart.

17. The Chain of Ownership tab at the top of the Vehicle Summary Page will include all the Dealers from the transfer.

Previous Next 17. Viewing 3 of 3 Titles Owner(s) Chain of Ownership								
Seq.	Title Number	Primary Owner	Address	Title Status	lssue Date	Last Action Date		
3	193390085003	CAVE RUN YAMAHA MOTORSPORTS	2777 KY HWY 801 N, MOREHEAD, KY 40351 Attn: JAYLAH SKAGGS	Active - Dealer Assignment	12/05/2019	12/05/2019		
2	193390085002	BARRY'S MARINE SERVICE, INC	5984 CANTON RD, CADIZ, KY 42211 Attn: BARRY BLANE	Surrendered - Transferred	12/05/2019	12/05/2019		
1	193390085001	BARREN RIVER BOAT SHOP LLC	12766 SCOTTSVILLE RD, LUCAS, KY 42156 Attn: SCOTT TAYLOR	Surrendered - Transferred	12/05/2019	12/05/2019		

18. Dealer Assignment Applications will not go to your Application Queue. They will go directly to an Active Title after successfully passing the NCIC theft check.

Previous Owner(s)	Chain of Owne	rship	Viewing 3 of	3 Titles					Rever
Customer ID	Driver License	Customer Name	SSN/FE	IN		Address	s		Begin Tax Exempt Date
001693754		CAVE RUN YAMAHA MOTORSPORTS	<u>xxx-xx-4</u>	386	2777	KY HWY 801 N, MOR ROWAN Attn: JAYLAH S	EHEAD, KY 40 I KAGGS	0351	=
Title atus: Active - D	ealer Assignmen	t	Title -	✓ Registra Status: Activ	tion Inform ve	ation			Manag
Type: Title #: Prior Title #:	Dealer Assignment 193390085003 193390085002	State Fee: \$0.00 Clerk Fee: \$0.00 Use Tax: \$0.00 Use Tax Description: Resale Exemption		c	Type: Reg. Date: Exp. Date: Remarks: omments:	First time 12/05/2019 04/30/2020	Ci Di Prior Di	ounty: ecal #: ecal #:	BOONE KY0907DA
						F&W State Fee: KYTC State Fee: Boat Safety Fee: Clerk Fee:	\$13.33 \$3.00 \$1.00 \$6.00		