

KyELT

QRG:Lien Number Generator - Walk In

The screenshot displays the KyELT web application interface. On the left, a navigation menu includes 'Home', 'E-Transfer Requests', 'KAVIS Action Required', and 'Lien Management', with 'Lien Management' highlighted in green. The main content area is titled 'Lien Management' and features a search bar at the top with the text 'Owner Name' and a 'SEARCH' button. A red box highlights the 'GENERATE NEW LIEN NUMBER' button in the top right corner. Below the search bar is a table with the following columns: 'Lien Filing Number', 'VIN', 'License Number', 'County Code', and 'Issue Date'. The table contains 10 rows of data, all with the same values: Lien Filing Number 243B19C, VIN 1N4AL2AP9CC142144, License Number 1234567, County Code 009, and Issue Date 06/28/2024. At the bottom right of the table, there is a pagination indicator '1 - 10 of 10'.

Lien Filing Number	VIN	License Number	County Code	Issue Date
243B19C	1N4AL2AP9CC142144	1234567	009	06/28/2024
243B19C	1N4AL2AP9CC142144	1234567	009	06/28/2024
243B19C	1N4AL2AP9CC142144	1234567	009	06/28/2024
243B19C	1N4AL2AP9CC142144	1234567	009	06/28/2024
243B19C	1N4AL2AP9CC142144	1234567	009	06/28/2024
243B19C	1N4AL2AP9CC142144	1234567	009	06/28/2024
243B19C	1N4AL2AP9CC142144	1234567	009	06/28/2024
243B19C	1N4AL2AP9CC142144	1234567	009	06/28/2024
243B19C	1N4AL2AP9CC142144	1234567	009	06/28/2024
243B19C	1N4AL2AP9CC142144	1234567	009	06/28/2024

1.) From the KyELT homepage to find the work queue where a new lien number can be generated go to the menu list on the left side and click Lien Management

2.) In the upper right hand corner click Generate New Lien Number

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The screenshot shows the KyELT web application interface. On the left is a navigation menu with options like 'Home', 'Transfer Requests', 'KAVIS Action Required', and 'Lien Management'. The main area is titled 'Lien Management' and contains a table with columns for 'Lien File Number', 'VIN', 'License Number', 'County Code', and 'Year Date'. A modal dialog box titled 'Generate Lien Number' is overlaid on the table, highlighted with a red border. The dialog contains three input fields: 'VIN *', 'License Type *' (a dropdown menu), and 'License Number *'. At the bottom of the dialog are 'CANCEL' and 'GENERATE' buttons. The CHAMP logo is visible in the bottom left corner of the application window.

1.) From KAVIS copy the VIN and paste it into the VIN field located in the Generate Lien Number box highlighted in red.

2.) From the drop down menu choose the appropriate license type

- Driver's License
- ITIN
- EIN
- SSN
- Identification Card

3.) From KAVIS copy the License Number and paste it into the License Number field located in the Generate Lien number box highlighted in red.

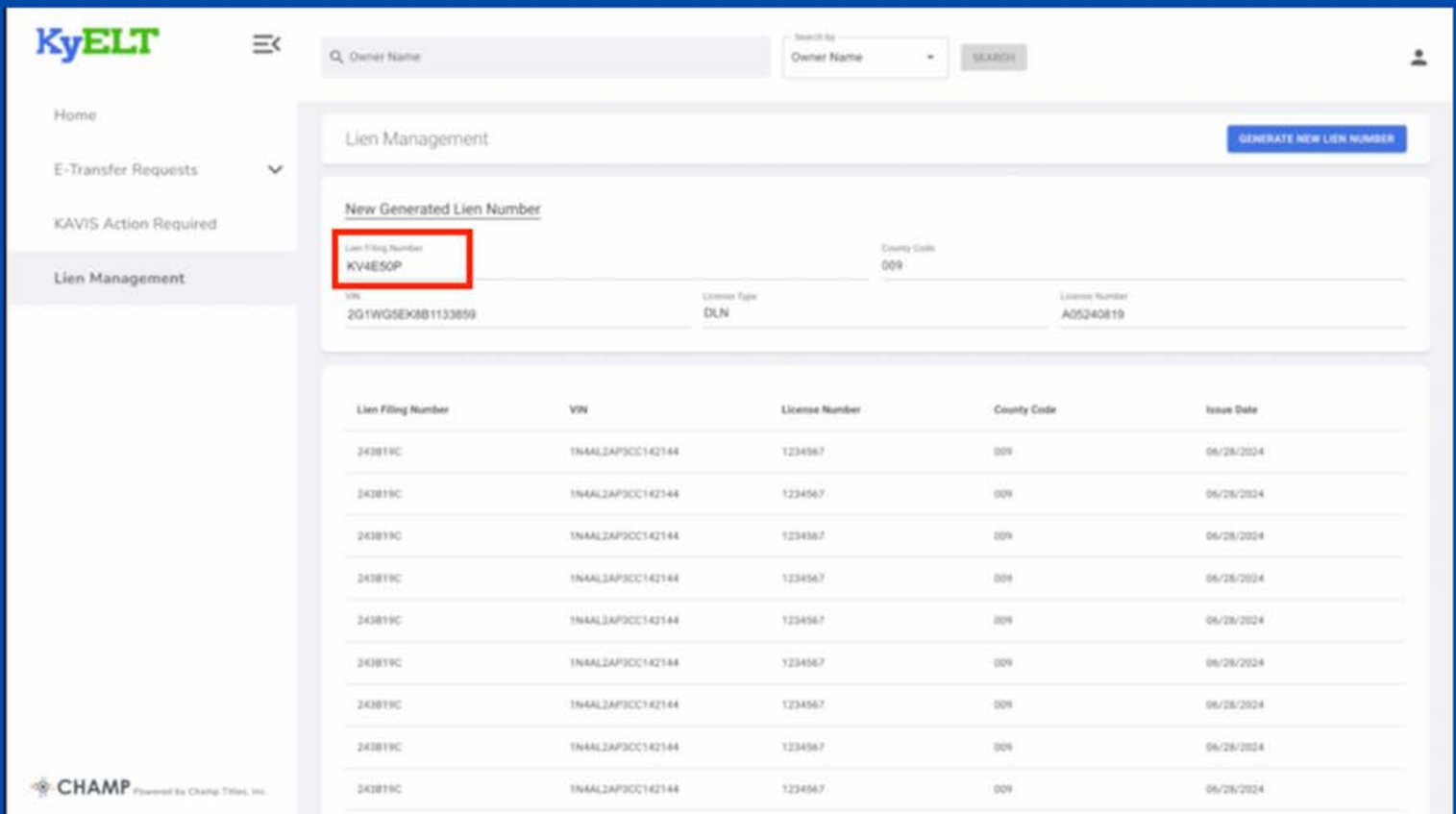
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The screenshot displays the KyELT web application interface. On the left is a navigation menu with options: Home, E-Transfer Requests, QRG Action Request, and Lien Management. The main content area is titled 'Lien Management' and contains a table with columns for Lien Filing Number, VIN, License Number, County Code, and Issue Date. A modal window titled 'Generate Lien Number' is open over the table. This modal contains three input fields: 'VIN' with the value '2G1W05EK8B1133859', 'License Type' with a dropdown menu showing 'DLN', and 'License Number' with the value 'A05240819'. At the bottom of the modal are two buttons: 'CANCEL' and 'GENERATE'. The 'GENERATE' button is highlighted with a red rectangular box.

1.) Click Generate

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A screenshot of the KyELT web application's Lien Management page. The page features a sidebar with navigation options: Home, E-Transfer Requests, KAVIS Action Required, and Lien Management. The main content area is titled 'Lien Management' and includes a search bar for 'Owner Name'. A 'GENERATE NEW LIEN NUMBER' button is visible in the top right. Below this, a section titled 'New Generated Lien Number' displays a table with the following data:

Lien Filing Number	VIN	License Number	County Code	Issue Date
KV4E50P	2G1WG5EK8B1133859	DLN	009	A05240819
243B19C	1NAAL2AF9CC142144	1234567	009	06/28/2024
243B19C	1NAAL2AF9CC142144	1234567	009	06/28/2024
243B19C	1NAAL2AF9CC142144	1234567	009	06/28/2024
243B19C	1NAAL2AF9CC142144	1234567	009	06/28/2024
243B19C	1NAAL2AF9CC142144	1234567	009	06/28/2024
243B19C	1NAAL2AF9CC142144	1234567	009	06/28/2024
243B19C	1NAAL2AF9CC142144	1234567	009	06/28/2024
243B19C	1NAAL2AF9CC142144	1234567	009	06/28/2024
243B19C	1NAAL2AF9CC142144	1234567	009	06/28/2024

The 'Lien Filing Number' 'KV4E50P' is highlighted with a red box. At the bottom left, the 'CHAMP' logo is visible, with the text 'Powered by Champ Title, Inc.' below it.

1.) The new generated lien number will appear on the upper left hand corner - see red box

2.) Copy the newly generated lien number and paste into KAVIS

Note: Additional training videos and materials can be found on the KAVIS help page.