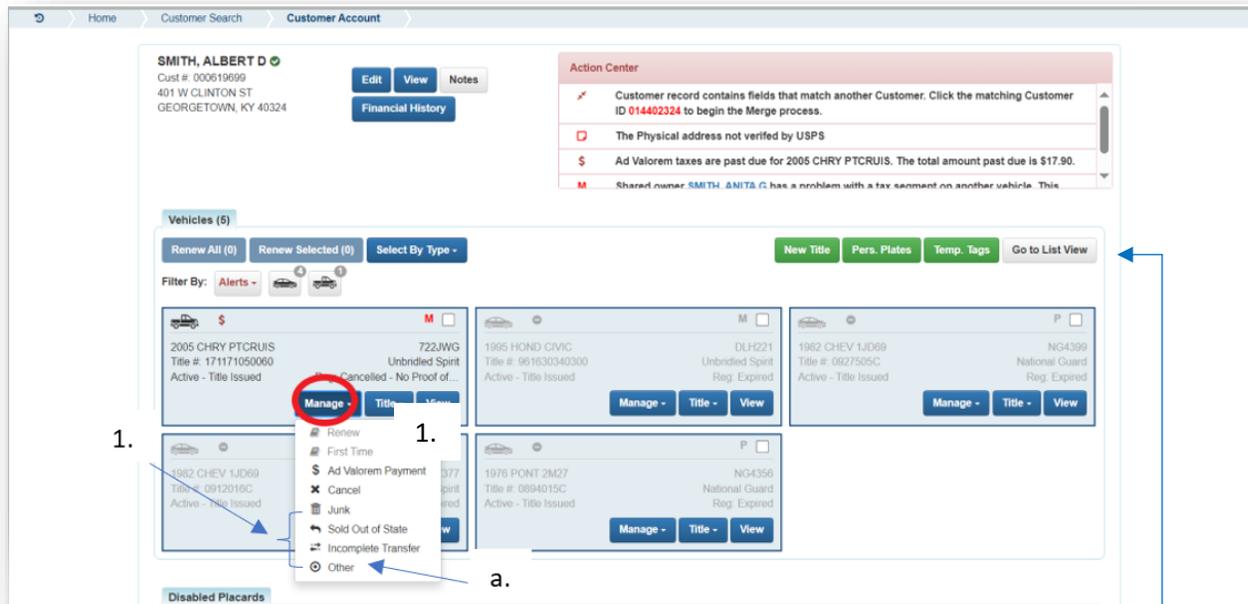


Registration Cancellation

There are three ways to get started.

1. From the **Customer Account Page**, tile view, click the **Manage** dropdown menu and select either  Junk,  Sold Out of State,  Incomplete Transfer, or Other.
 - a. 'Other' should be chosen if there is a Court Order to cancel the registration, or if the Owner is requesting that it be cancelled.



OR

2. From the **Customer Account Page**, in the list view.
 - a. Select the checkbox for the specific vehicle the owner wishes the registration cancelled.
 - b. Click the **Manage** dropdown menu and select  Junk,  Sold Out of State,  Incomplete Transfer, or Other.
 - c. Checking the 'Dup. Fee' will add a \$3. Duplicate Registration Fee-it will not print the previous registration receipt.

SMITH, ALBERT D
Cust #: 000619699
401 W CLINTON ST
GEORGETOWN, KY 40324

Action Center

- Customer record contains fields that match another Customer. Click the matching Customer ID 014402324 to begin the Merge process.
- The Physical address not verified by USPS
- Ad Valorem taxes are past due for 2005 CHRY PTCRUIS. The total amount past due is \$17.90.
- Shared owner SMITH, ANITA G has a problem with a tax payment on another vehicle. This

Vehicles (5)

Renew All (0) Renew Selected (0) **Manage** Title - View Select By Type -

Filter By: Alerts -

Showing 1 to 5 of 5 entries

| Type | Year | Make | Model | KY / Plate # | Owner | Title Type / Status | Reg. Status | Alerts | Dup. Fee |
|-------------------------------------|------|------|-------|--------------|--------|-----------------------------------|-----------------------------------|---------|--------------------------|
| <input checked="" type="checkbox"/> | 2005 | CHRY | PT | 722JWG | M | Duplicate / Active - Title Issued | Cancelled - No Proof of Insurance | \$ | <input type="checkbox"/> |
| <input type="checkbox"/> | 1995 | HOND | CIVIC | DLH221 | M | Transfer / Active - Title Issued | Expired | ● | <input type="checkbox"/> |
| <input type="checkbox"/> | 1982 | CHEV | 1JD69 | 0027505C | NG4399 | P | Original / Active - Title Issued | Expired | ● |
| <input type="checkbox"/> | 1982 | CHEV | 1JD69 | 0912016C | FNZ377 | P | Original / Active - Title Issued | Expired | ● |
| <input type="checkbox"/> | 1976 | PONT | 2M27 | 0894015C | NG4356 | P | Original / Active - Title Issued | Expired | ● |

OR

- From the Vehicle Summary page, click the **Manage** dropdown menu and select Junk, Sold Out of State, Incomplete Transfer, or Other.

2005 CHRY PTCRUIS

Viewing 2 of 2 Titles

Owner(s) Chain of Ownership

Ownership Connector: OR

| Customer ID | Driver License | Customer Name | SSN/FEIN | Address | County of Residence | Begin Tax Exempt Date |
|-------------|----------------|-------------------------|-----------|---|---------------------|-----------------------|
| 002327776 | | SMITH, ANITA G (PVA) \$ | xxxx-5871 | 141 Salem Ct, GEORGETOWN, KY 40324-2519 | SCOTT | |
| 000619699 | S92383071 | SMITH, ALBERT D | xxxx-0812 | 401 W CLINTON ST, GEORGETOWN, KY 40324-1266 | SCOTT | |

Title

Status: Active - Title Issued

Type: Duplicate State Fee: \$4.00
Title #: 171171050060 Clerk Fee: \$2.00
Prior Title #: 090750340032 Usage Tax: \$588.00

Registration Information

Status: Cancelled - No Proof of Insurance

Type: Ad Valorem County: SCOTT
Reg. Date: 09/02/2021 Plate Type: Unbridled Spirit
Exp. Date: 08/31/2022 Plate #: 722JWG
Reg. Exemption: Issue Plate Action: Issue
Remarks: CCB Gross Weight: PC
Comments: NO RESPONSE 08/10/22

State Vehicle Registration Fee: \$0.00
KYTC Vehicle Registration Fee: \$0.00
Clerk Vehicle Registration Fee: \$0.00

4. In the Manage section, the user can make changes to any of the dropdowns and enter a helpful comment (a comment is not required if the reason is Junk).
 - a. If the **Owner moves out of state**, choose Customer Request, and add the comment 'Owner moved out of state'. This will keep the title active and once MVL has received the proper documentation, they will surrender the title.

2008 CHEV IMPALA

Owner(s)

Title
 Title Status: Active - Title Issued
 Title Number: 203090010029
 Title Type: Transfer

License Plate
 Plate Type: In God We Trust
 Plate #: 508LXJ Plate Year: 08

Registration
 Registration Status: Active Last Registration Date: 06/30/2023
 Registration Action: Cancellation *
 Add Duplicate: No
 Reason: Customer Request: Voluntary Return *
 Comments: Owner moved out of state. *

- b. For Incomplete Transfers, the Date of Sale is required.

2008 CHEV IMPALA

Owner(s)

Title
 Title Status: Active - Title Issued
 Title Number: 203090010029
 Title Type: Transfer

License Plate
 Plate Type: In God We Trust
 Plate #: 508LXJ Plate Year: 08

Registration
 Registration Status: Active Last Registration Date: 06/30/2023
 Registration Action: Cancellation *
 Add Duplicate: No
 Reason: Incomplete Transfer *
 Date of Sale: 12/21/2023 *
 Comments: Incomplete transfer *

Ad Valorem Quote

WHEELER, TIMOTHY B
 Cust #: 1101042
 Select All Items (1 of 1)

| | Amount: |
|--|---------|
| <input checked="" type="checkbox"/> 2008 CHEV IMPALA Title #: 203090010029 Plate #: 508LXJ | |
| Ad valorem Tax 2023 | \$27.50 |
| Penalty | \$0.00 |
| Interest | \$0.00 |
| Lien Fee | \$0.00 |
| Sub Total: | \$27.50 |

Selected Total: \$27.50

- c. You may choose from the Add duplicate dropdown options to charge a \$3 Duplicate Registration Fee and/or reprint the registration receipt.

2008 CHEV IMPALA

Owner(s)

Title
 Title Status: Active - Title Issued
 Title Number: 203090010029
 Title Type: Transfer

License Plate
 Plate Type: In God We Trust
 Plate #: 508LXJ Plate Year: 08

Ad Valorem

Registration
 Registration Status: Active
 Registration Action: Cancellation
 Add Duplicate: Fee Only
 Reason: Incomplete Transfer
 Comments: Incomplete transfer

Last Registration Date: 06/30/2023
 Date of Sale: 12/21/2023

C.

Incomplete Transfer: \$0.00
 Duplicate Registration Fee: \$3.00
 Total Ad Valorem Due: \$27.50

Total Due: \$30.50

Cancel Add To Cart

d. See step 5 of the 'Single Vehicle Registration' section of this manual for more options in the Ad Valorem Section.

2008 CHEV IMPALA

Owner(s)

Title

License Plate

Registration
 Registration Status: Active
 Registration Action: Cancellation
 Add Duplicate: No
 Reason: Junk
 Comments:

Last Registration Date: 06/30/2023
 Date of Junk:

d.

Ad Valorem

Quote

WHEELER, TIMOTHY B
 Cust #: 1101042
 Select All Items (1 of 1)

| | Title #: 203090010029 | Plate #: 508LXJ | Amount: |
|--|-----------------------|-----------------|---------|
| <input checked="" type="checkbox"/> 2008 CHEV IMPALA | | | |
| Ad valorem Tax 2023 | | | \$27.50 |
| Penalty | | | \$0.00 |
| Interest | | | \$0.00 |
| Lien Fee | | | \$0.00 |
| | | Sub Total: | \$27.50 |

Selected Total: \$27.50

5. After selecting , see step 6 of the 'Single Vehicle Registration' section of this manual if you need guidance on editing this from the Shopping Cart.
 - a. Reference the Point of Sale Manual for info on Checking Out the transaction.