Title Action - Repossession – Lien Holder Transfer

This is how to process an application for vehicles that are being Repossessed and will go into the possession of a lienholder.

- 1. From the Vehicle Summary page, in the Title dropdown menu, choose 'Repossession'.
- /\VIS Vehicle Summary Resume Transaction \$0.00 PODD: FK Vehicle Summan 2007 FORD TUARSEL Viewing 3 of 3 Titles ner(s) Chain of Ownership Ownership Connector: OR SSN/FEIN Add Driver License UNDERWOOD, HUNTER <u>xxx-xx-0044</u> 102 Fuller St, GEORGETOWN, KY 40324-2216 011462970 U94624923 RIDDLE, IVA ANN <u>xxx-xx-6581</u> 102 Fuller St, GEORGETOWN, KY 40324-2216 SCOTT ♥ Title * Registration Information Manage -Status: Active - Title Issued Status: Active Type: Transfer Title #: 211450760070 State Fee: \$6.00 enewal County: SCOTT ntucky Tra E Dealer Assignment 4/21/2023 Clerk Fee: \$3.00 Plate Type: Unbridled Spirit Prior Title #: 071000110023 Usage Tax: \$72.00 🖸 Edit Title Appli 3/31/2024 Plate #: 681FFA 2 Duplicate Tax Description: Affidavit of Tot Plate Action: Issue Consider 1 Update Gross Weight: PC 1 Update а. Y Purchase Information Registration Fee: \$15.00 Date of Purchase Purchase Price: \$1, le Registration Fee: \$0.00 le Registration Fee: Trade-in Amount: \$0.00 Usage Tax Credit: \$0.00 \$6.00 Salvage 🔨 Classic **
- a. Then from the extended dropdown choose 'Repo Lienholder Transfer'.

OR

- 2. From the Customer Account page, in the Title dropdown menu, choose 'Repossession'.
 - a. Then from the extended dropdown choose 'Repo Lienholder Transfer'.

RIDDLE, IVA ANN O		Action Center				
102 Fuller St GEORGETOWN, KY 40324	Notes Financial History	Customer record cor 008690786 to begin t	ntains fields that match another Customer. Click the matc he Merge process.	ning Customer ID		
Vehicles (2)						
Renew All (0) Renew Selecte	ed (0) Select By Type +		New Title Pers. Plates Temp. Tags	Go to List View	-	
Filter By: 🚗 共	M D L		M			
2007 FORD TUARSEL	681FFA 2000 FC	RD SPRDTY	791NJT			
Title # 211450760070 Active - Title Issued	Unbridled Spirit Title # 1 Reg: Active Active -	40571050034 In Ge	od We Trust Reg: Active			
Mana	ige - Title - View	Manage - Title -	View			
	 Kentucky Transfer Dealer Assignment 					
Disabled Placards	C Edit Title Application					
Issue Disabled Placard	C Duplicate					
	Update - Vehicle Type Com	ection isabled Placard History found!				
а.	Repossession ···					
eviously Owned Vehicles	(4) Repo - Lienholder Transfer					
C	 Salvage ··· 					
	 Classic ···· 					
	Multiple Dealer					

- 3. From the Customer Account page, in the list view:
 - a. Select the checkbox next to the correct vehicle.
 - b. In the dropdown, menu choose 'Repossession', then from the extended

dropdown choose 'Repo – Lienholder Transfer'.

Avis	Customer Account	sume saction	90.00	KYTCljesse.campbell (JAC) Branch: SCOTT COUNTY Department: Motor Vehicles PODD: FKTC003U (10.58.44.49) ✿ HELP ●
a.	Vehicle Summary Customer Account RiDDLE, IVA ANN © TUS Filler SI GEORGETOWN, KY 40324 Edit View Ummarge Notes Financial History Action Center Vehicle S(2) Edit View Ummarge Notes Financial History Customer record contains fields that match another Customer. Click the matching Customer ID ocessor78 to begin the Marge process. Vehicles (2) Renew Ati (0) Manage Tile > View Select By Type =			
	Disabled Placards Issue Disabled Placard No Disabled Placard History found!			

4. Review the vehicle details 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. Any fees added to the application will be added to the Total Due.
- c. Scancel Title Application Will at any point in the process will delete all progress in this application.

/\vis			Title: R	epo - Lienho	lder Transfe	er		Resume	9 50 00	KYTCljesse.campbell (JAC) Branch: SCOTT COUNTY Department: Motor Vehicles PODD: FKTC003U (10.58.44.49) HELP •
S Home Title	1 Title Information	2 Vehicle Information	3 Seller Information	Buyer Information	5 Lien Information	(i) Registration	Additional Information	8 Finalize		4.
C.	Passenger Auto D4	VIN: Vehicle Type: Pe Style: Year: Model: Model: Color: 2nd Color: Style: Model: Color: 2nd Color: Style:	CAFPSGUS7A126720 * ssenger Auto D Sedan (4 door) X07 * JARSEL * VHI - White Kelect One	**** *	b.	A Motor Type: IC. Cylinders: 06 Odometer: 1190 N Brand: H	Standard Combustion	• *		
	S Cancel Title Applica	ation	-	-	-	-	1	Continue >		-

5. The Seller(s) cannot be changed. Click Continue >

WIS Title	\ \		Title: F	Repo - Lienhol	der Transfer			Resume Transaction	\$0.00 PODD: P HELP •	ent: Motor Vehicles KTC003U (10.58.44.45
munic inte	1 Title Information Ve	2 shicle Information	3 Seller Information	4 Buyer Information	5 Lien Information	Registration	Additional Information	Finalize		5.
				Total Due: \$9	.00		Place On Hold	Continue 🗲		
	Seller Information									
	Connector: OR V	•								
	 UNDERWOOD, HU 	NTER	50							
	Seller Name: Customer ID: Email:	016607971	ER							
	Phone: Address:	102 Fuller St GEORGETOWN, KY 4	0324-2216							
	 RIDDLE, IVA ANN 									
	Seller Name: Customer ID:	RIDDLE, IVA ANN 011462970								
	Email: Phone: Address:	102 Fuller St GEORGETOWN, KY 4	0324-2216							
	Cancel Title Application							Continue >		

- 6. Lienholders may be individual or buyer. Use the dropdown to select how to search the Buyer.
 - a. If they are not a KAVIS customer, add them by clicking + Add New Customer

Avis				Title (Add a B	uyer)			Resume Transaction SC	KT1C(esse.campeer (AC) Branch: SCOTT COUNTY Department: Motor Vehicles PODD: FKTC003U (10.58.44.49) HELP ●
Home Customer S	Title Information	2 Vehicle Information	3 Seller Information	4 Buyer Information	6 Lien Information	6 Registration	Additional Information	Finalize	
	Driver's License	Number:	Search By:	Driver's License Number Diaces & Scale Scale Number Social Scale Number Organizations Name Organizations Name Customer Number Resen Cail Number 164 Number 171N Disabled Placator Number U-Strivet Company Temporary Tag		<u>ک</u> 5.	+ Add N	Q. Search	
© Kentucky Transportation C 200 Mero Street, Frankfort, KY	abinet / 40622								Suggestions / Questions?

- 7. Only 1 Buyer is allowed for a Lienholder Repossession.
 - a. Add the required Buyer Notary Date and select Continue >.

- b. You may click ***** Remove if you have chosen the incorrect Buyer and use the Search By to search again.
- c. Placing the title application on hold after Buyer has been added will save the information to both the Seller's and Buyer's Customer Account page for 60 days.

vis			Title:	Repo - Lienho	older Transfe	I		Resume Transaction	9 50.00	CYTCVjesse.campbell (JAC) Branch: SCOTT COUNTY Department: Motor Vehicles PODD: FKTC803U (10.58.44.49) IELP ©
Home Title	1 Title Information Ve	2 hicle Information	3 Seller Information	4 Buyer Information	5 Lien Information	G	Additional Information	Finalize		
				Total Due: \$	9.00		Place On Hold	Continue >		
	Buyer Information					с.				
	Primary Secondary	Designated Owner	Customer Cust	tomer Birth Date Delin	quency	Physical Address	Alerts			
	*	12	009015369 BRAD W	/ GREEN 03/12/1971 N	lone 2609 Oxford Vill 9392	lage Ln, GEORGETOWN,	KY 40324-	K Remove	— ł).
	Buyer Notary Date:	2/20/2023 *	4 a	a.						
	Key ✓ = The first two Buyer	s listed on the Title Appli	cation will be printed on t	the title.						
	⊗ Cancel Title Application							Continue >		
_	⊗ Cancel Title Application	_	_	_	_	_	_	Continue >		_

 If the vehicle does not have current registration and the Buyer(s) do not wish to register it, or if the current active registration will be transferred to the new owners, click Continue > and continue with step 9.

a.	Integistration	is to be added				
1 Title Information	2 Vehicle Information	3 Seller Information	4 Buyer Information	5 Lien Information	6 Registration	Additional Informat
			Total Due:	\$9.00		Place On He
Registration						

a. If registration is to be added, click Add Registration

9. Registration Page:

Add Registration

a. Enter Plate Number.

a.

b. Enter insurance information.

- c. Check attestation box.
- d. When all required information is entered click

AVIS		Title: Repo - Lienho	ider Transfer	Resume Transaction	50.00 PODD: FKTC803U (10.58.44.49) HELP O
) Home Title	1 2 Title Information Vehicle Information	Seler Information Buyer Information	Lien Information Registration	Additional Information Finalize	
	Registration	Total Due: \$2	2.33	Place On Hold Continue >	
	A. Registration Action: First Plate #: UBD2 Plate #: UBD2	Time Time at a spirit total Cong *	Expiration Date: 0331/2024 State Vehicle Registration Fee 53.85 KYTC Vehicle Registration Fee 53.95 Cierk Vehicle Registration Fee 513.3	5	
	Policy Type: Perm Company Code: (1997 I attest that the cust insurance and that it	6 • • • • • • • • • • • • • • • • • • •	с.		d
	Remove Registration				ŭ
	Cancel Title Application			Continue >	

10. Return to this step if necessary and remove registration.

/i\VIS			Title: Re	epo - Lien	nolder Transfe)r		Resume Transaction	50.00	Department: Motor venices PODD: FKTC803U (10:58:44:49) Ø HELP O
9 Home Title	Title Information	2 Vehicle Information	3 Seller Information	4 Buyer Information	Lien Information	6 Registration	Additional Information	Finalize		
	Registration			Total Due:	\$22.33		Place On Hold	Continue >		
		RegistrationType: † Registration Action: [Plate ≇: [Plate Type: [Registration Length:	First Time First Time B8L231 Unbridled Spirit Short C Long *	٥.	Expiration Date: 03 State Vehicle Reg KYTC Vehicle Reg Clerk Vehicle Reg Total Regis	Istration Fee 53.83 Istration Fee 53.50 Istration Fee 56.00 Istration Fee 513.33				
h		Proof Type: Policy Type: Company Code: I attest that the insurance and th	Card ** Personal ** 19976 ** customer has presented pro tat it has been scanned into	of of PODD. *						
	Remove Registrat	tion								
	Cancel Title Appl	ication						Continue >		

- 11. Additional Information page:
 - a. A Date of Purchase and Purchase Price are required.

b. If the user wishes to add any Reg Receipt Comments, they may do so using the comments box.

2 nation Vehicle Information	Seller Information	4 Buyer Information	5 Lien Information	6		_0		
		Total Due: \$	22.33	Registration	Additional Information	Finalize		
Date of Purchase: 12/20/20 Purchase Value: 5000/00 Total Usage Value: 5000/00 Usage Tax Description: RP- ve	23 * *	*	Reg Receipt Comments				b.	
	Usage Tax Amou	nt: \$0.00		* These comments wil	print on the PODD Receipt.		C.	
ti	Date of Purchase: 12/20/20 Purchase Value: 50,000.00 Total Usage Value: 36,000.00 Usage Tax Description: RP - Ve	onal Information Date of Purchase: 12/20/2023 Purchase Value: 500.00 Total Usage Value: 35.000.00 Usage Tax Description: RP - Vehicle Repossessed Usage Tax Amou	onal Information Date of Purchase: 12/20/0023 Purchase Value: 50:00 0 Total Usage Value: 56:000.00 Usage Tax Description: RP - Vehicle Reposessed Usage Tax Amount: \$0:00 It Title Application	onal Information Date of Purchase: 12200223 * Reg Receipt Comment Purchase Value: 500000 Total Usage Value: 50.000 Usage Tax Description: RP - Vehicle Reposessed * * Usage Tax Amount: \$0.00 It Title Application	onal Information Date of Purchase: 12/20/2023 * Reg Receipt Comments: Purchase Value: 50:00.00 Usage Tax Description: RP - Vehicle Repossessed * * Usage Tax Amount: \$0:00 H TBR Application	onal Information Date of Purchase: [2/20/2023 • Reg Receipt Comments: Purchase Value: 600.00 • Total Usage Value: \$5.00.00 Usage Tax Description: [RP - Vehicle Repossessed • • Usage Tax Amount: \$0.00 Name State Application	onal Information Date of Purchase: [2202023 • Reg Receipt Comments: Purchase Value: 50:00.00 • * Total Usage Yalue: 55:00.00 Usage Tax Description: RP - Vehicle Repossessed • • * Usage Tax Amount: \$0.00 ** These comments will print on the PODD Receipt. It the Application	b. Date of Purchase: 12/20/2023 • b. Purchase Value: 1000.00 • c. Total Usage Value: \$4.000.00 Usage Tax Description: RP - Vehicle Repossessed • • • • Trese comments will print on the PODD Recept. Usage Tax Amount: \$0.00 C.

c. When all required information is entered, click

- 12. Review the Finalize Title Application page. If anything is red, click on 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 and check out as normal.

Title Information Vehicle Information	Seller Information	Buyer Information	Lien Information	Registration	Additional Information	Finalize	
		Total Due: \$2	2.33			Place On Hold	
Finalize Title Application							
1. Title Action - Repo - Lienhold	er Transfer						
2. Vehicle Information							
	CRequired Fields Complete						
	CNo Delinquent Taxes Owed						
3. Seller Information							
	Seller Information Complete						
4. Buyer Information							
	CNotary Date Complete						
Buyer 1 GREEN, BRAD W	CRequired Fields Complete						
	CNo Delinquent Taxes						
	CAd Valorem Checks Complete						
	GREEN, BRAD W is Designated	Owner					
5. Lien Information							
6. Registration							
	CRegistration Complete						
	Surrender Seller Plate. ()						
7. Additional Information	<i>6</i>						
	CAdditional Information Complete						/
Cancel Title Application				Riace	On Hold Print Preview	Add To Cart	
o cancer nuc reprint don				Place	r mit r review		