

Overview of the IRP Home Page Menu

After you log into the system, the IRP Home Page is displayed.

The screenshot shows the Georgia Trucking Portal IRP Home Page. At the top left is the "GEORGIA TRUCKING PORTAL" logo with a truck icon. The main header area contains a welcome message: "Welcome trucks@trucks.com", "IRP & CVIEW Application (Sandbox-Node2) - HOME Level 1.00.62071 (2015-01-08)", and "WEB OFFICE - Business Day: 01/14/2015". A red box highlights this header information. To the right of the header is a link for "IRP, Inc". Below the header is a navigation menu with items: "APPLICATIONS", "CUSTOMER", "PAYMENT", "ADMIN", "REPRINT", and "SIGN OFF". A red arrow points to the "APPLICATIONS" link. The main content area features a cityscape image. Below the image is a section titled "Georgia - Commercial Vehicle Registration System" with a red border. This section contains information about registering Commercial Motor Vehicles (CMV) in Georgia, a link to "https://www.cvisn.dor.ga.gov/Welcome/IRP", office hours (Monday through Friday 7:30AM - 4:30PM Eastern Time), and a contact email "commercial.vehicles@dor.ga.gov". A red box highlights this entire section. Below this is an "Announcements" section with a message: "Conversion CYCLE 5, Run 1 - October 22nd Data - Schema: GAHQCONVC5R1c (converted 10/22/14)". Below the announcements is a footer area with technical details: "Database : VDBDAZRORA04I/DIRP.GAHQCONVC5R1S", "GRATIS Service Flag : Y", "Code1 Address Service Flag : Y", and "CVIEW Flag : Y". A note says "To access the menu through Keyboard, please enter Alt + M." At the bottom of the page are logos for the Georgia Department of Revenue, Georgia Motor Trucking Association, Georgia Department of Transportation, and the Georgia Department of Transportation logo.

At the top there is a Welcome message with your USERID. Just below the Welcome message is your office location and business day. The office should always be Web Office and the Business day should be the current date.

There is a link at the top right for IRP, Inc.

In the middle of the page, there is a link for the Georgia Trucking Portal. In that same box is a link for emailing the Commercial Vehicle staff.

Any information that needs to be communicated will be listed in the Announcements section.

The first Tab is 'Applications'. The IRP Application is accessed through this tab. There will be other documents and videos to provide instructions on specific IRP functions.

Welcome [IRP, Inc](#)

GEORGIA TRUCKING PORTAL

IRP & CVIEW Application (Sandbox-Node2) - HOME Level v 1.00.62071 (2015-01-08)
WEB OFFICE - Business Day: 01/14/2015

APPLICATIONS ▶ CUSTOMER ▶ PAYMENT ▶ ADMIN ▶ REPRINT ▶ SIGN OFF

CUSTOMER INQUIRY

Georgia - Commercial Vehicle Registration System

Information related to registering Commercial Motor Vehicles (CMV) in Georgia is available at <https://www.cvisn.dor.ga.gov/Welcome/IRP> under the Commercial Motor Vehicle Resources link.

Georgia DOR office hours are Monday through Friday 7:30AM – 4:30PM Eastern Time.
To contact Commercial Registrations Department please email commercial.vehicles@dor.ga.gov.

Announcements

***** Conversion CYCLE 5, Run 1 - October 22nd Data - Schema: GAHQCONVC5R1c (converted 10/22/14) *****

Database : VDBDAZRORA04I/DIRP.GAHQCONVC5R1S
GRATIS Service Flag : Y
Code1 Address Service Flag : Y
CVIEW Flag : Y

To access the menu through Keyboard, please enter Alt + M.

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[.ga.gov/GAEnterprise/PVMenu/ProcessRequest/EntMenuItem?item=~CLIENTINQUIRY&session...](http://ga.gov/GAEnterprise/PVMenu/ProcessRequest/EntMenuItem?item=~CLIENTINQUIRY&session...)

Georgia Motor Trucking Association
Georgia Department of Transportation
Georgia Department of Revenue
State of Georgia

Select Customer Tab.
Click Customer Inquiry.

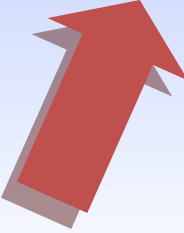
Customer **Customer Inquiry**

Customer Search






Account No. : USDOT No. :

Customer Name : First Name : Last Name :

[Proceed](#) [Refresh](#) [Quit](#) [Help](#)



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This screen will display your IRP Account Number and will be a protected field.

All fields that are gray are protected and you will not be allowed to change the information.

The Customer Inquiry screen allows you to search your customer information.

You can add additional information to narrow the search or just click Proceed.

Customer **Customer Inquiry**

Customer Search

Account No.: USDOT No.:

Customer Name: First Name: Last Name:

Tree ¹

[Account No. - 75125](#)

<u>Account No.</u>	<u>USDOT No.</u>	<u>Name</u>	<u>First Name</u>	<u>Last Name</u>	<u>Application Type</u>
Tree 75125	001002494				IRP, RESTRICTED View

Showing 1 to 1 of 1 entries First Previous 1 Next Last

↑

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Limited information will be displayed. Click the 'View' link on the far right to display your customer information.

Customer Inquiry ✕

Customer Details

Account No. : 75125	GRATIS Customer Id : 001107399596	Customer Status : A - ACTIVE
Carrier Type : C - CARRIER	Registrant Type : C - CORPORATION	
DBA Name : D RAY TRUCKING	Customer Name : [REDACTED]	First Name :
Middle Name :	Last Name :	Suffix :

Physical Address

Street : 1490 SUNSHINE RD	Zip Code : 30577-4879	Jur : GA - GEORGIA
City : TOCCOA	County : FRANKLIN	Country : US
Address Overriden : N		

Mailing Address

Street : 1490 SUNSHINE RD	Zip Code : 30577-4879	Jur : GA - GEORGIA
City : TOCCOA	County : FRANKLIN	Country : US
Address Overriden : N		

Business Customer Details

TIN : [REDACTED]	USDOT No. : 001002494	
Primary Contact Name : [REDACTED]	Email : [REDACTED]	Primary Phone : 404-444-1212
Alternate Phone :	Fax No. :	


Close

Click Close.

Customer **Customer Inquiry**

Customer Search

Account No.: USDOT No.:

Customer Name: First Name: Last Name:

[Proceed](#) [Refresh](#) [Quit](#) [Help](#)






Tree

- Account No. - 75125
 - History
 - [1-12/04/2014 12:33:47 PM](#)
 - [2-12/04/2014 12:33:47 PM](#)

Account No.	USDOT No.	Name	Application Type	Last Name	Application Type
Tree 75125	001002494		IRP, RESTRICTED		View

Showing 1 to 1 of 1 entries [First](#) [Previous](#) 1 [Next](#) [Last](#)

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     Georgia Department of Transportation

The left side of the screen provides a tree structure that can be expanded. All links can be clicked and will display customer information like the 'View' link.

The 'Help' button will open up the document that gives detailed instructions.

1.2.1.3 Customer Inquiry

Follow these steps to do an Inquiry on a Customer:

- From the Home Level Menu, select CUSTOMER INQUIRY from the CUSTOMER tab
- On the Customer Inquiry screen, enter the Account No, TIN, USDOT No., Customer Name (if a business), or First and Last Name (if an individual)

Click to show image



- Select PROCEED to display a list of Customers that match the search criteria

Click to show image



- Select the VIEW link on the far right of the customer entry to display detailed information about the Customer

Click to show image



- Click the TREE link on the left of the customer result grid to display the Inquiry tree
- Any node on the Inquiry tree can be selected for detail information
- "+" can be expanded
- "-" can be compressed
- History provides history information on the Customer
- Date and time listed is when the Customer was changed

Click to show image



You will be given the option to open up the screen images but they do not open up by default.

Customer **Customer Inquiry**

Customer Search

Account No. : USDOT No. :

Customer Name : First Name : Last Name :

[Proceed](#) [Refresh](#) [Quit](#) [Help](#)

Tree

- Account No. - 75125
 - History
 - [1-12/04/2014 12:33:47 PM](#)
 - [2-12/04/2014 12:33:47 PM](#)

Account No.	USDOT No.	Name	First Name	Last Name	Application Type
Tree 75125	001002494				IRP, RESTRICTED View

Showing 1 to 1 of 1 entries First Previous 1 Next Last



Click 'Quit' to take you back to the Home Page.



APPLICATIONS ▶ CUSTOMER ▶ PAYMENT ▶ ADMIN ▶ REPRINT ▶ SIGN OFF

CART PAYMENT



Georgia - Commercial Vehicle Registration System

Information related to registering Commercial Motor Vehicles (CMV) in Georgia is available at <https://www.cvisn.dor.ga.gov/Welcome/IRP> under the Commercial Motor Vehicle Resources link.

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Announcements

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GRATIS Service Flag : Y
Code1 Address Service Flag : Y
CVIEW Flag : Y

To access the menu through Keyboard, please enter Alt + M.



Select Payment.

Click Cart Payment.



Welcome

[IRP, Inc](#)

IRP & CVIEW Application (Sandbox-Node1) - HOME Level v 1.00.62071 (2015-01-08)
WEB OFFICE - Business Day: 01/14/2015

Payment

Cart Payment

Search for Transaction

Cart Id :
Invoice No. :
Customer Name :
Last Name :

Account No. :
Invoice Date From : To
First Name :
All Transaction :

Search

Refresh

Quit

Help

Selected Transaction

Payer Name : Payer Account No. : Receipt Date :

Pay

Save & Quit

Remove



If you do not know your Cart ID, click Search. This will list any supplements that you have awaiting payment. This screen allows you to make a payment or remove items from your cart.

 Welcome IRP, Inc
IRP & CVIEW Application (Sandbox-Node1) - HOME Level v 1.00.62071 (2015-01-08)
WEB OFFICE - Business Day: 01/14/2015

APPLICATIONS ▾ CUSTOMER ▾ PAYMENT ▾ ADMIN ▾ REPRINT ▾ SIGN OFF ▾

USER ▾ CHANGE PASSWORD
VERIFY PREREQUISITES

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ga.gov/GAEnterprise/PVMenu/ProcessRequest/EntMenuitem?item=CHANGE%20PASSWORD&

Select Admin, Select User, and click Change Password.



Welcome

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WEB OFFICE - Business Day: 01/14/2015

[Admin](#) > [User](#)

[Change Password](#)

Change Password

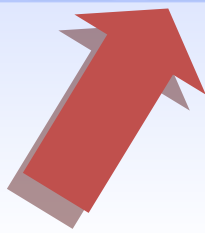
*User ID : <input type="text"/>	*Old Password : <input type="text"/>
*Password : <input type="text"/>	*Confirm Password : <input type="text"/>
*Secret Question : <input type="text" value="Spouse Middle Name"/>	*Secret Answer : <input type="text" value="Anthony"/>

[Proceed](#)

[Refresh](#)

[Quit](#)

[Help](#)



This screen allows you to change your password and update your security question and answer.



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Select Admin.

Click Verify Prerequisites.



Welcome

[IRP, Inc](#)

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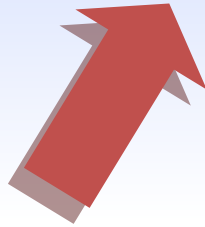
Admin

Verify Prerequisites

Adobe Reader : Adobe Acrobat with version: 11 is installed.
Java Runtime Environment : Java's current version: 1.8.0_25 is installed.
Browser : Microsoft Internet Explorer: 11
Pop-Up Blocker : PopUp blocker is disabled.

Quit

Help



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GDOT
Georgia Department of Transportation

This will display what is needed for you to run the IRP Online application.

Click Quit.



Welcome

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APPLICATIONS ▾ CUSTOMER ▾ PAYMENT ▾ ADMIN ▾ REPRINT ▾ SIGN OFF

PAYMENT RECEIPT



Georgia - Commercial Vehicle Registration System

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CVIEW Flag : Y

To access the menu through Keyboard, please enter Alt + M.



Select Reprint.

Click Payment Receipt.



Reprint

Payment Receipt

Reprint

Cart Id :
Account No. :
Last Name :
Electronic Delivery Type :

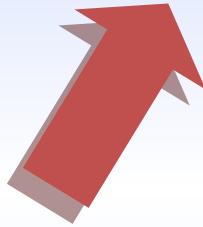
Payment Date :
Customer Name :
First Name :

Proceed

Refresh

Quit

Help



Click Proceed to bring up a list of your past payments.



Reprint

Payment Receipt

Reprint

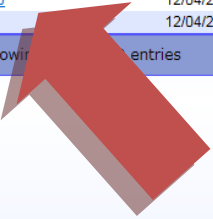
Cart Id:
Account No.:
Last Name:
Electronic Delivery Type:

Payment Date:
Customer Name:
First Name:

[Proceed](#) [Refresh](#) [Quit](#) [Help](#)

Cart Id	Payment Date	Account No.	Name	Customer Type	Transaction Type
1156	01/13/2015	75125		B	IRP
670	12/04/2014	75125		B	IRP
	12/04/2014	75125		B	IRP

Showing 3 entries [First](#) [Previous](#) 1 [Next](#) [Last](#)



Select the one you would like to reprint and a PDF document of the receipt displays.



GEORGIA DEPARTMENT OF REVENUE
Motor Vehicle Division, P O Box 740382 Atlanta, GA 30374-0382
Lynne T. Riley, Commissioner | Georgia Steele, Director

Page 1 of 1

Payment Receipt

Customer Name: 1490 SUNSHINE RD
TOCCOA, GA 30577-4879

Payer Account No.: 75125
Payment Date: 01/13/2015
Location: WEB OFFICE

INVOICE DETAIL:

Invoice No.	Customer Name	Transaction Detail	Amount
135123		IRP ADD JURISDICTION	\$20.86
Total			\$20.86

PAYMENT DETAIL:

Payments	Payment Date	Amount
Credit Card-123456	01/13/2015	\$20.86
Total Paid		\$20.86

You can print the document from here.

Close the document.



Welcome

[IRP, Inc](#)

IRP & CVIEW Application (Sandbox-Node2) - HOME Level v 1.00.62071 (2015-01-08)
WEB OFFICE - Business Day: 01/14/2015

APPLICATIONS ▶ CUSTOMER ▶ PAYMENT ▶ ADMIN ▶ REPRINT ▶ SIGN OFF



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Click Sign Off to return to the Log in page.