

# Straight Renewal

From the Home screen, select Applications and click IRP.

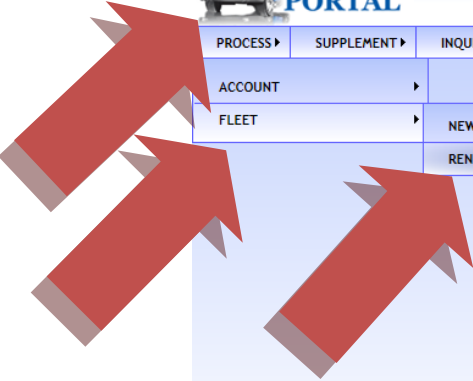


The screenshot shows the Georgia Trucking Portal interface. At the top left is the logo for the Georgia Trucking Portal, featuring a blue truck. To the right of the logo, the text reads: "Welcome", "IRP & CVIEW Application (Sandbox-Node1) - HOME Level v 1.00.62402 (2015-01-19)", and "WEB OFFICE - Business Day: 01/28/2015". In the top right corner, there is a link for "IRP\_Inc". Below the header is a navigation menu with the following items: "APPLICATIONS ▶", "CUSTOMER ▶", "PAYMENT ▶", "ADMIN ▶", "REPRINT ▶", and "SIGN OFF". The "APPLICATIONS" menu is expanded, and the "IRP" option is highlighted with a red arrow pointing to it from the left. Below the navigation menu is a large image of a city skyline at night. Underneath the image is the heading "Georgia - Commercial Vehicle Registration System". The main content area contains the following text: "Information related to registering Commercial Motor Vehicles (CMV) in Georgia is available at <https://www.cvisn.dor.ga.gov/Welcom/IRP> under the Commercial Motor Vehicle Resources link." Below this, it states: "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](mailto:commercial_vehicles@dor.ga.gov)." To the right of this text is an "Announcements" section with a scrollable area containing the message: "\*\*\*\* Conversion CYCLE 5, Run 1 - October 22nd Data - Schema: GAHQCONVC5R1c (converted 10/22/14) \*\*\*\*". Below the announcements, there is a list of system flags: "Database : VDBDAZRORA04I/DIRP.GAHQCONVC5R1S", "GRATIS Service Flag : Y", "Code1 Address Service Flag : Y", and "CVIEW Flag : Y". At the bottom of the page, there is a footer with the text: "To access the menu through Keyboard, please enter Alt + M." The footer also contains several logos: the Georgia Department of Revenue logo, the Georgia Motor Trucking Association logo, the Georgia State Seal, and the Georgia Department of Transportation logo. The text "Georgia Department of Revenue | © Copyright 2014. All Rights Reserved." is visible on the left side of the footer.



PROCESS ▶ SUPPLEMENT ▶ INQUIRIES ▶ IN PROGRESS REPRINT ▶ SUBMISSION ▶ HOME SIGN OFF

ACCOUNT	▶
FLEET	▶
	NEW IRP FLEET
	RENEW FLEET



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



Select Process, select Fleet and click Renew Fleet.



Welcome

[IRP, Inc](#)

IRP & CVIEW Application (Sandbox-Node2) - IRP Level v 1.00.62402 (2015-01-19)  
WEB OFFICE - Business Day: 01/28/2015

IRPWEBP13: [I] You may quit from this transaction anytime. However, it may not be saved.

Supplement

[Renew Fleet](#)

Supplement Search

\*Account No. :   
Fleet Expiration Year :

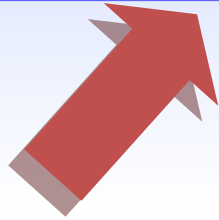
Fleet No. :

Proceed

Refresh

Quit

Help



The Supplement screen will display with your IRP Account number in a protected field.

Click Proceed.



- Account
- Fleet
- Distance
- WgtGroup
- Vehicle
- Billing
- Payment
- Credentials
- MainMenu
- Inquiries

Customer Details

Renew Fleet

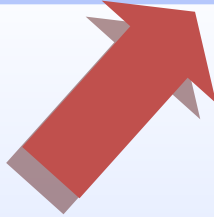
Account No. :	<input type="text" value="842"/>	GRATIS Customer Id :	<input type="text" value="001026197975"/>	Registrant Type :	<input type="text" value="C - CORPORATION"/>
Customer Name :	<input type="text"/>	Customer Status :	<input type="text" value="A - ACTIVE"/>	Carrier Type :	<input type="text" value="C - CARRIER"/>
DBA Name :	<input type="text"/>	IFTA Account No. :	<input type="text"/>		

Physical Address	Mailing Address				
Street :	<input type="text" value="1892 MC FARLAND AVE"/>	Zip Code :	<input type="text" value="307410000"/>	Jur :	<input type="text" value="GA - GEORGIA"/>
City :	<input type="text" value="ROSSVILLE"/>	County :	<input type="text" value="WALKER"/>	Country :	<input type="text" value="US"/>

Business Customer Details

USDOT No. :	<input type="text" value="000354553"/>	TIN :	<input type="text" value="121212121"/>		
Contact Name :	<input type="text" value="JOE TRUCKING"/>	Email :	<input type="text" value="JOE@TRUCKING.COM"/>	Primary Phone :	<input type="text" value="706-222-4444"/>
Alternate Phone :	<input type="text"/>	Fax No. :	<input type="text" value="706-222-3333"/>		

- Proceed
- Refresh
- Quit
- Help



Your customer information will display in protected fields. The tabs in the menu will turn green to let you know what process you are performing.

Click Proceed.



- Account
- Fleet
- Distance
- WgtGroup
- Vehicle
- Billing
- Payment
- Credentials
- MainMenu
- Inquiries

Customer Details Verification Renew Fleet

Account No. : 842	GRATIS Customer Id : 001026197975	Registrant Type : C - CORPORATION
Customer Name : [REDACTED]	Customer Status : A - ACTIVE	Carrier Type : C - CARRIER
DBA Name :	IFTA Account No. :	

Physical Address

Street : 1892 MC FARLAND AVE	Zip Code : 30741-0000	Jur : GA - GEORGIA
City : ROSSVILLE	County : WALKER	Country : US

Mailing Address

Street : 1892 MC FARLAND AVE	Zip Code : 30741-0000	Jur : GA - GEORGIA
City : ROSSVILLE	County : WALKER	Country : US

Business Customer Details

USDOT No. : 000354553	TIN : 121212121	
Contact Name : JOE TRUCKING	Email : JOE@TRUCKING.COM	Primary Phone : 706-222-4444
Alternate Phone :	Fax No. : 706-222-3333	

[Proceed](#) [Back](#)



The Customer Detail Verification screen will appear.

Click Proceed.



- Account
- Fleet
- Distance
- WgtGroup
- Vehicle
- Billing
- Payment
- Credentials
- MainMenu
- Inquiries

- IRPGEN292 : [I] TIN has been changed.
- IRPFLT129 : [I] Account has 0 fleet(s) for 2016. Account has 1 fleet(s) for 2015.
- IRPACC00 : [I] Renewal account has been generated.

Fleet Details

Renew Fleet

Account No. : 842	GRATIS Customer Id : 001026197975	Registrant Type : C - CORPORATION
Fleet No. : 001	Fleet Status : A - ACTIVE	Carrier Type : C-CARRIER
Customer Name :	DBA Name :	

- Physical Address
- Mailing Address
- Service Provider

Street : 1892 MC FARLAND AVE	Zip Code : 307410000	Jur : GA - GEORGIA
City : ROSSVILLE	County : WALKER	Country : US

Fleet Details

*Contact Name :	*Email : joe@trucking.com	*Primary Phone : 706-222-4444
Alternate Phone :	Fax No. :	Change Address on USDOT <input type="checkbox"/>
TIN : 121212121	USDOT No. : 000354553	Change Vehicle USDOT / TIN <input type="checkbox"/>
*Fleet Type : PVT - PRIVATE	*Commodity Class : A - ALL	First Operated : 12/01/1997
*Effective Date : 04/01/2015	*Expiration Date : 03/31/2016	*Insurance Policy Effective Date : 05/27/2013
*Insurance Policy No. : 4E7-65-49	*Insurance Company Name : EMPLOYERS MUTUAL CASUAL	Use IFTA Distance : <input checked="" type="checkbox"/>
*Insurance Policy Expiration Date : 05/27/2014	Wyoming Indicator : <input type="checkbox"/>	

- Proceed
- Cancel
- Refresh
- Quit
- Help



The Fleet Detail screen will appear. Informational messages appear at the top. All required fields must be completed. Make sure that you click the Mailing Address tab to complete all information.

Remember to update Insurance Policy information.

Click Proceed.



Welcome

[IRP, Inc](#)

IRP & CVIEW Application (Sandbox-Node2) - IRP Level v 1.00.62402 (2015-01-19)

WEB OFFICE - Business Day: 01/28/2015

- ▲ IRPFLT131: [W] The following documents are outstanding - Proof of Insurance. Please submit the outstanding documents before continuing. Go to Submission, select Submit.
- ▲ Code1 Address Service: MAINGEN07: [W] Mailing Address - Address Not Found,UnableToValidate - StreetName, PostalCode [Mailing Address]
- ▲ ENTCLT135: [W] USDOT [354553] and TIN [121212121] combination is not found in CVIEW.

Fleet Details		Renew Fleet
Account No.: 842	GRATIS Customer Id: 001026197975	Registrant Type: C - CORPORATION
Fleet No.: 001	Fleet Status: A - ACTIVE	Carrier Type: C-CARRIER
Customer Name:	DBA Name:	
<b>Physical Address</b>		
Street: 1892 MC FARLAND AVE	Zip Code: 30741-0000	Jur: GA - GEORGIA
City: ROSSVILLE	County: WALKER	Country: US
<b>Mailing Address</b>		
Street: 1892 MC FARLAND AVE	Zip Code: 30741-0000	Jur: GA - GEORGIA
City: ROSSVILLE	County: WALKER	Country: US
<b>Service Provider</b>		
Service Provider:	Customer Name:	DBA Name:
Power of Attorney:	Power of Attorney Effective Date:	Power of Attorney Expiration Date:
Email:	Primary Phone:	Fax No.:
Street:	City:	
Jurisdiction:	Zip Code:	Country:
<b>Fleet Details</b>		
Contact Name:	Email:	Primary Phone: 706-222-4444
Alternate Phone:	Fax No.:	Change Address on USDOT: N
TIN: 121212121	USDOT No.: 000354553	Change Vehicle USDOT / TIN: N
Fleet Type: PVT - PRIVATE	Commodity Class: A - ALL	First Operated: 12/01/1997
Effective Date: 04/01/2015	Expiration Date: 03/31/2016	Insurance Policy Effective Date: 05/27/2013
Insurance Policy No.: 4E7-65-49	Insurance Company Name: EMPLOYERS MUTUAL CASUALTY CO	Use IFTA Distance: Y
Insurance Policy Expiration Date: 05/27/2015	Indicator: N	
<input type="button" value="Proceed"/> <input type="button" value="Back"/>		

The Fleet Detail Verification screen will appear.

Click Proceed.

If actuals are being reported, you must enter ALL distance accumulated during the distance reporting period.

<input type="checkbox"/>	Jur	Distance	Type	Month	Year	Percent	<input type="checkbox"/>	Jur	Distance	Type	Month	Year	Percent
<input checked="" type="checkbox"/>	GA	15000	A	11	1998	00.00000	<input type="checkbox"/>	AL	0	A	11	1998	00.00000
<input type="checkbox"/>	AR	0	A	04	2015	00.00000	<input type="checkbox"/>	AZ	0	A	04	2015	00.00000
<input type="checkbox"/>	CA	0	A	04	2015	00.00000	<input type="checkbox"/>	CO	0	A	04	2015	00.00000
<input type="checkbox"/>	CT	0	A	04	2015	00.00000	<input type="checkbox"/>	DC	0	A	04	2015	00.00000
<input type="checkbox"/>	DE	0	A	04	2015	00.00000	<input type="checkbox"/>	FL	0	A	04	2015	00.00000
<input type="checkbox"/>	IA	0	A	04	2015	00.00000	<input type="checkbox"/>	ID	0	A	04	2015	00.00000
<input type="checkbox"/>	IL	0	A	04	2015	00.00000	<input type="checkbox"/>	IN	0	A	04	2015	00.00000
<input type="checkbox"/>	KS	0	A	04	2015	00.00000	<input type="checkbox"/>	KY	0	A	04	2015	00.00000
<input type="checkbox"/>	LA	0	A	04	2015	00.00000	<input type="checkbox"/>	MA	0	A	04	2015	00.00000
<input type="checkbox"/>	MD	0	A	04	2015	00.00000	<input type="checkbox"/>	ME	0	A	04	2015	00.00000
<input type="checkbox"/>	MI	0	A	04	2015	00.00000	<input type="checkbox"/>	MN	0	A	04	2015	00.00000
<input type="checkbox"/>	MO	0	A	04	2015	00.00000	<input type="checkbox"/>	MS	0	A	04	2015	00.00000
<input type="checkbox"/>	MT	0	A	04	2015	00.00000	<input type="checkbox"/>	NC	0	A	04	2015	00.00000
<input type="checkbox"/>	ND	0	A	04	2015	00.00000	<input type="checkbox"/>	NE	0	A	04	2015	00.00000
<input type="checkbox"/>	NH	0	A	04	2015	00.00000	<input type="checkbox"/>	NJ	0	A	04	2015	00.00000
<input type="checkbox"/>	NM	0	A	04	2015	00.00000	<input type="checkbox"/>	NV	0	A	04	2015	00.00000
<input type="checkbox"/>	NY	0	A	04	2015	00.00000	<input type="checkbox"/>	OH	0	A	04	2015	00.00000
<input type="checkbox"/>	OK	0	A	04	2015	00.00000	<input type="checkbox"/>	OR	0	A	04	2015	00.00000
<input type="checkbox"/>	PA	0	A	04	2015	00.00000	<input type="checkbox"/>	RI	0	A	04	2015	00.00000
<input type="checkbox"/>	SC	0	A	04	2015	00.00000	<input type="checkbox"/>	SD	0	A	04	2015	00.00000
<input checked="" type="checkbox"/>	TN	10000	A	11	1998	00.00000	<input type="checkbox"/>	TX	0	A	04	2015	00.00000
<input type="checkbox"/>	UT	0	A	04	2015	00.00000	<input type="checkbox"/>	VA	0	A	04	2015	00.00000
<input type="checkbox"/>	VT	0	A	04	2015	00.00000	<input type="checkbox"/>	WA	0	A	04	2015	00.00000
<input type="checkbox"/>	WI	0	A	04	2015	00.00000	<input type="checkbox"/>	WV	0	A	04	2015	00.00000
<input type="checkbox"/>	WY	0	A	04	2015	00.00000	<input type="checkbox"/>	AB	0	A	04	2015	00.00000
<input type="checkbox"/>	BC	0	A	04	2015	00.00000	<input type="checkbox"/>	MB	0	A	04	2015	00.00000
<input type="checkbox"/>	NB	0	A	04	2015	00.00000	<input type="checkbox"/>	NL	0	A	04	2015	00.00000
<input type="checkbox"/>	NS	0	A	04	2015	00.00000	<input type="checkbox"/>	ON	0	A	04	2015	00.00000
<input type="checkbox"/>	PE	0	A	04	2015	00.00000	<input type="checkbox"/>	QC	0	A	04	2015	00.00000

The Distance Detail screen will appear. Last year's jurisdictions will appear in red.  
Update Jurisdiction mileage

Click Proceed.



Account	Fleet	Distance	WgtGroup	Vehicle	Billing	Payment	Credentials	MainMenu	Inquiries
---------	-------	----------	----------	---------	---------	---------	-------------	----------	-----------

**Distance Details** **Renew Fleet**

Account No.: 842      Fleet No.: 001      Supplement No.: 000  
 Customer Name:      DBA Name:      Fleet Type: PVT - PRIVATE  
 Fleet Effective Date: 04/01/2015      Fleet Expiration Month / Year: 03 / 2016      Supplement Desc.: RENEW FLEET  
 Reporting Period From: 07/01/2013      Reporting Period To: 06/30/2014  
 Avg. Per Vehicle Distance Chart: Y      Override Contiguous Jur.: N  
 Actual Distance: 25,000      Estimated Distance: 0  
 Total Fleet Distance: 25,000

Jur	Mileage	Type	Month	Year	Percent	Jur	Mileage	Type	Month	Year	Percent
GA	15000	A	11	1998	60.00000	AL	0	A	11	1998	00.00000
AR	0	A	04	2015	00.00000	AZ	0	A	04	2015	00.00000
CA	0	A	04	2015	00.00000	CO	0	A	04	2015	00.00000
CT	0	A	04	2015	00.00000	DC	0	A	04	2015	00.00000
DE	0	A	04	2015	00.00000	FL	0	A	04	2015	00.00000
IA	0	A	04	2015	00.00000	ID	0	A	04	2015	00.00000
IL	0	A	04	2015	00.00000	IN	0	A	04	2015	00.00000
KS	0	A	04	2015	00.00000	KY	0	A	04	2015	00.00000
LA	0	A	04	2015	00.00000	MA	0	A	04	2015	00.00000
MD	0	A	04	2015	00.00000	ME	0	A	04	2015	00.00000
MI	0	A	04	2015	00.00000	MN	0	A	04	2015	00.00000
MO	0	A	04	2015	00.00000	MS	0	A	04	2015	00.00000
MT	0	A	04	2015	00.00000	NC	0	A	04	2015	00.00000
ND	0	A	04	2015	00.00000	NE	0	A	04	2015	00.00000
NH	0	A	04	2015	00.00000	NJ	0	A	04	2015	00.00000
NM	0	A	04	2015	00.00000	NV	0	A	04	2015	00.00000
NY	0	A	04	2015	00.00000	OH	0	A	04	2015	00.00000
OK	0	A	04	2015	00.00000	OR	0	A	04	2015	00.00000
PA	0	A	04	2015	00.00000	RI	0	A	04	2015	00.00000
SC	0	A	04	2015	00.00000	SD	0	A	04	2015	00.00000
TN	10000	A	11	1998	40.00000	TX	0	A	04	2015	00.00000
UT	0	A	04	2015	00.00000	VA	0	A	04	2015	00.00000
VT	0	A	04	2015	00.00000	WA	0	A	04	2015	00.00000
WI	0	A	04	2015	00.00000	WV	0	A	04	2015	00.00000
WY	0	A	04	2015	00.00000	AB	0	A	04	2015	00.00000
BC	0	A	04	2015	00.00000	MB	0	A	04	2015	00.00000
NB	0	A	2015	00.00000	NL	0	A	04	2015	00.00000	
NS	0	A	2015	00.00000	ON	0	A	04	2015	00.00000	
PE	0	A	2015	00.00000	QC	0	A	04	2015	00.00000	
SK	0	A	2015	00.00000							

Total Percentage : 100.00000

The Distance Detail verification screen will appear.

Click Proceed.



- Account
- Fleet
- Distance
- WgtGroup**
- Vehicle
- Billing
- Payment
- Credentials
- MainMenu
- Inquiries

IRPMLG13 : [I] Renewal distance has been generated.

Weight Group Selection Details

[Renew Fleet](#)

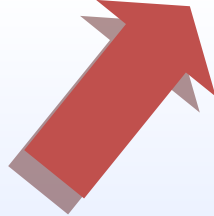
Account No. :	<input type="text" value="842"/>	Fleet No. :	<input type="text" value="001"/>	Supplement No. :	<input type="text" value="000"/>
Customer Name :	<input type="text"/>	DBA Name :	<input type="text"/>		
Expiration Month / Year :	<input type="text" value="03"/> / <input type="text" value="2016"/>	Supplement Desc. :	<input type="text" value="RENEW FLEET"/>		
Fleet Type :	<input type="text" value="PVT - PRIVATE"/>				

Weight Group List

	Weight Group No.	Weight Group Type	Base Jurisdiction Weight	Max Gross Weight
<a href="#">Select</a>	1	P-Power Unit	33000	33000

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

- Add Weight Group**
- Done
- Cancel
- Quit
- Help



The Weight Group Detail screen will appear.

Click Done.



- Account
- Fleet
- Distance
- WgtGroup
- Vehicle
- Billing
- Payment
- Credentials
- MainMenu
- Inquiries

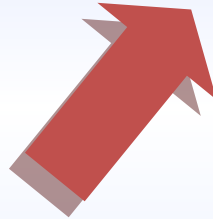
Renewal Vehicle Processing

Renew Fleet

Account No. : 842	Customer Name :	DBA Name :
Fleet No. : 001	Expiration Month / Year : 03 2016	Supplement No. : 000
Amended Vehicles : 0	Added Vehicles : 0	Deleted Vehicle : 0
Renewed Vehicles : 1	Supplement Desc. : RENEW FLEET	Fleet Type : PVT - PRIVATE

ADD VEHICLE  AMEND VEHICLE  DELETE VEHICLE

- Proceed
- Update From Previous Year
- Done
- Cancel
- Quit
- Help



The Renewal Vehicle Processing screen will appear.

Click Done.



**Submission** **Submit**

**Submit Process**

\*Account No. :  \*Fleet No. :  \*Fleet Expiration Year :   
\*Fleet Expiration Month :  \*Supplement No. :  Status :

**Comments**

[Submit](#) [View List](#) [Refresh](#) [Quit](#) [Help](#)

	<u>Account No.</u>	<u>Fleet No.</u>	<u>Fleet Exp. MM/YYYY</u>	<u>Supplement No.</u>	<u>Supp. Status</u>	<u>Fleet Type</u>	<u>Submit Date</u>	<u>Status</u>	<u>Supplement Type</u>
<a href="#">Select</a>	842	001	03/2016	000	O - OPEN	PVT	01/28/2015	INP	RWC

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

The Submission screen will appear. The Submission screen allows you to attach all the required documents that are needed to receive credentials.

Select the Fleet you are renewing.



IRPGEN285: [I] Please select and upload one document at a time. The document to be uploaded must be less than 4 MB in size.

**Submission** **Submit**

**Submit Process**

\*Account No. :  \*Fleet No. :  \*Fleet Expiration Year :   
\*Fleet Expiration Month :  \*Supplement No. :  Status :

**Comments**

**Submit** **View List** **Refresh** **Quit** **Help**

Account No.	Fleet No.	Fleet Exp. MM/YYYY	Supplement No.	Supp. Status	Fleet Type	Submit Date	Status	Supplement Type
<a href="#">Select</a> 842	001	03/2016	000	O - OPEN	PVT	01/28/2015	INP	RWC

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

\* VIN :  Document Type :

**Vehicle Document**

VIN	Document Type	File Name	Delete
No records found			

Showing 0 to 0 of 0 entries Previous Next Last

**Fleet Document**

**Proof of Insurance** **Power of Attorney** **Upload File**

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

Enter the VIN and select the document type. This drop-down will list all the documents required for this vehicle.

Click Browse to find the document, for example; liability insurance; lease contract, etc. These documents must be PDF or image files.

Click Upload.



IRPWEBP34: [I] Equipment / Lease Contract file uploaded successfully.

**Submission** Submit

Submit Process

\*Account No. :  \*Fleet No. :  \*Fleet Expiration Year :   
\*Fleet Expiration Month :  \*Supplement No. :  Status :

Comments

Account No.	Fleet No.	MM/YYYY	Supplement No.	Supp. Status	Fleet Type	Submit Date	Status	Supplement Type
<a href="#">Select</a> 842	001		000	O - OPEN	PVT	01/28/2015	INP	RWC

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

\*VIN :  Document Type :

Vehicle Document

VIN	Document Type	File Name	Delete
3FDXF75H6YMA03459	LINS - Liability Insurance	<a href="#">842_1_2016_3_0_3FDXF75H6YMA03459_LINS.PDF</a>	<a href="#">Delete</a>
3FDXF75H6YMA03459	LSC - Equipment / Lease Contract	<a href="#">842_1_2016_3_0_3FDXF75H6YMA03459_LSC.PDF</a>	<a href="#">Delete</a>

Showing 1 to 2 of 2 entries First Previous 1 Next Last

Fleet Document

<b>Proof of Insurance</b>	<b>Power of Attorney</b>	<b>Upload File</b>
<input type="text"/> <input type="button" value="Browse..."/>	<input type="text"/> <input type="button" value="Browse..."/>	<input type="button" value="Upload"/>

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

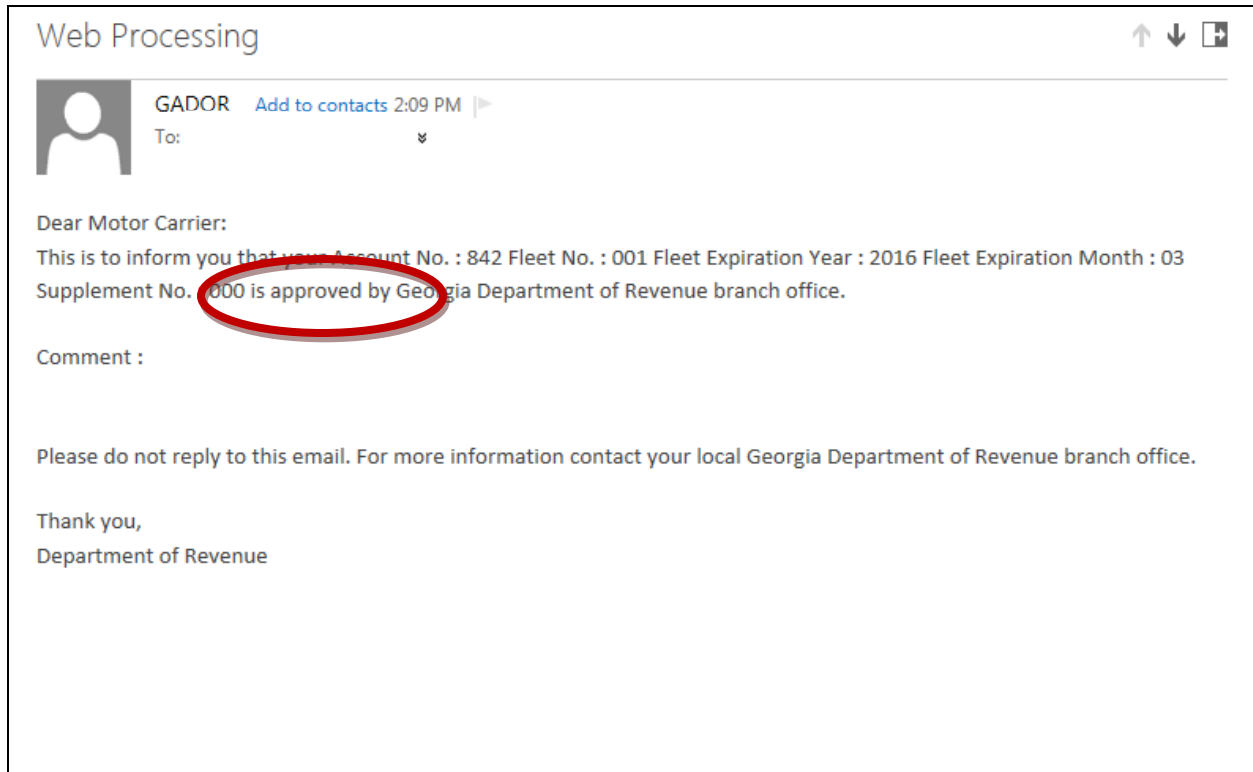
The document file will appear in the Vehicle Document section.

After all documents have been uploaded, Click Submit.

This will send your documents to the Georgia Department of Motor Vehicle; IRP Section for review and approval.

This is Very Important! Once the documents are submitted, there is nothing else for you to do at this time.

Click Quit.



After the documents have been reviewed and approved, you will receive an email within 2 to 3 business days, informing you that your Supplement has been approved.

Once you received the email, you can log back into the system to complete the process.



Welcome

[IRP, Inc](#)

**IRP & CVIEW Application (Sandbox-Node1) - HOME Level v 1.00.62402 (2015-01-19)**  
WEB OFFICE - Business Day: 01/28/2015

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

IRP



#### 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](mailto: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.



Select Applications.

Click IRP.



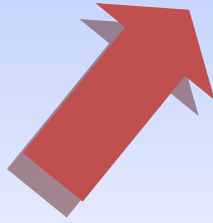


Welcome

[IRP, Inc](#)

**IRP & CVIEW Application (Sandbox-Node1) - IRP Level v 1.00.62402 (2015-01-19)**  
WEB OFFICE - Business Day: 01/28/2015

- PROCESS ▶
- SUPPLEMENT ▶
- INQUIRIES ▶
- IN PROGRESS**
- REPRINT ▶
- SUBMISSION ▶
- HOME
- SIGN OFF



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



Click the In Progress tab.



Welcome

[IRP, Inc](#)

**IRP & CVIEW Application (Sandbox-Node1) - IRP Level v 1.00.62402 (2015-01-19)**  
WEB OFFICE - Business Day: 01/28/2015

IRP

IN PROGRESS

**Search Supplement**

\*Account No. :   
Fleet Expiration Year :   
Supplement No. :

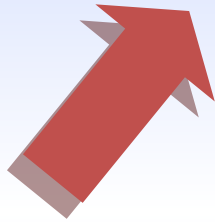
Fleet No. :   
Fleet Expiration Month :

**Proceed**

**Refresh**

**Quit**

**Help**



Click Proceed to find the supplement to complete.



Account Fleet Distance WgtGroup Vehicle **Billing** Payment Credentials MainMenu Inquiries

**Billing Details**

[Renew Fleet](#)

Account No. :	842	Fleet No. :	001	Customer Name :	
Expiration Month / Year :	03/2016	Supplement No. :	000	DBA Name :	
Fleet Type :	PVT - PRIVATE	Registrant Type :	C - CORPORATION	Reg. Month :	12
Supplement Effective Date :	04/01/2015	Supplement Desc. :	RENEW FLEET	Payment Date :	
No. of Vehicles :	1	Supplement Status :	I - INVOICED		
Invoice Date :	01/28/2015	*Application Receipt Date :	01/28/2015		

**Fees**

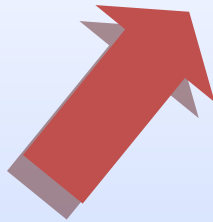
Registration Fee :	42.00	Credit Applied :	0.00	County Credit :	0.00
AAVT Fee :	45.00	AAVT Credit Applied :	0.00	Admin Fee :	0.00
Foreign Jur. Fees :	283.40	Foreign Jur. Credit Applied :	0.00	Transfer Plate Fee :	0.00
Cab Card Fee :	0.00	Replace Plate Fee :	0.00	Late Payment Penalty :	0.00
Late Filing Penalty :	0.00	AAVT Late Penalty :	0.00	Manual Adj. Base Jur. :	0.00
Total Due :	370.40	Net Amount Due :	370.40		

30 Days TA :

Invoice Report Type : **Fees by Juris with distan** | Electronic Delivery Type : **D - PDF**

Batch Billing :

**Proceed** Refresh Quit Help



The Billing Details screen will display. All fields are protected.

Click Proceed.

Your bill will be calculated. This may take a minute so be patient.

The system will populate the fields with the fee amounts.

Click Proceed.





- Account
- Fleet
- Distance
- WgtGroup
- Vehicle
- Billing**
- Payment
- Credentials
- MainMenu
- Inquiries

- IRPREP28: [I] Billing is done successfully.
- IRPGEN239: [I] Invoice report successfully generated.

**Payment Details** Renew Fleet

Account No. :	<input type="text" value="842"/>	Fleet No. :	<input type="text" value="001"/>	Customer Name :	<input type="text"/>
Expiration Month / Year :	<input type="text" value="03/2016"/>	Supplement No. :	<input type="text" value="000"/>	Supplement Desc. :	<input type="text" value="RENEW FLEET"/>
Fleet Type :	<input type="text" value="PVT - PRIVATE"/>	Supplement Effective Date :	<input type="text" value="04/01/2015"/>	Supplement Status :	<input type="text" value="INVOICED"/>
Invoice Date :	<input type="text" value="01/28/2015"/>	Invoice No. :	<input type="text" value="136001"/>	*Payment Receipt Date :	<input type="text" value="01/28/2015"/>

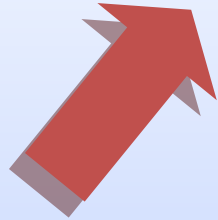
**Fees**

Registration Fee :	<input type="text" value="42.00"/>	Credit Applied :	<input type="text" value="0.00"/>	County Credit :	<input type="text" value="0.00"/>
AAVT Fee :	<input type="text" value="45.00"/>	AAVT Credit Applied :	<input type="text" value="0.00"/>	Admin Fees :	<input type="text" value="0.00"/>
Foreign Jur. Fees :	<input type="text" value="283.40"/>	Foreign Jur. Credit Applied :	<input type="text" value="0.00"/>	Late Payment Penalty :	<input type="text" value="0.00"/>
Late Filing Penalty :	<input type="text" value="0.00"/>	AAVT Late Penalty :	<input type="text" value="0.00"/>	Net Amount Due :	<input type="text" value="370.40"/>
Manual Adj. Base Jur. :	<input type="text" value="0.00"/>	Net Amount Due :	<input type="text" value="370.40"/>	Batch Credential :	<input type="checkbox"/>
Service Location :	<input type="text" value="SMDW-SOUTH MEAD"/>	Submittal Method :	<input type="text" value="M - Mail-in"/>		

**Cab Card Delivery Type**

Electronic Delivery Type :

- Proceed**
- Refresh
- Quit
- Help
- [View Invoice Report](#)



The Payment Details screen will display.

Click Proceed.



- Account
- Fleet
- Distance
- WgtGroup
- Vehicle
- Billing
- Payment
- Credentials
- MainMenu
- Inquiries

**Payment Verification**

[Renew Fleet](#)

Account No. : 842	Fleet No. : 001	Customer Name : <input type="text"/>
Expiration Month / Year : 03/2016	Supplement No. : 000	Supplement Desc. : RENEW FLEET
Fleet Type : PVT - PRIVATE	Supplement Effective Date : 04/01/2015	Supplement Status : INVOICED
Invoice Date : 01/28/2015	Invoice No. : 136001	Payment Receipt Date : 01/28/2015

**Fees**

Registration Fee : \$ 42.00	Credit Applied : \$ 0.00	County Credit : \$ 0.00
AAVT Fee : \$ 45.00	AAVT Credit Applied : \$ 0.00	
Foreign Jur. Fees : \$ 283.40	Foreign Jur. Credit Applied : \$ 0.00	Admin Fees : \$ 0.00
Late Filing Penalty : \$ 0.00	AAVT Late Penalty : \$ 0.00	Late Payment Penalty : \$ 0.00
Manual Adj. Base Jur. : \$ 0.00	Net Amount Due : \$ 370.40	
Service Location : SMDW-SOUTH MEADOW	Submittal Method : M - Mail-in	Batch Credential : N

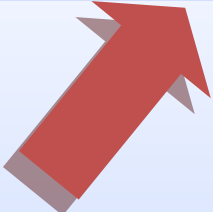
**Cab Card Delivery Type**

Electronic Delivery Type : D - PDF

[Proceed](#)

[Add To Cart](#)

[Back](#)



From the Payment Verification screen, you can continue with the payment or add to the cart. Both options add to the cart but if you click the Add To Cart button, you can return later to complete the payment.

You will not get your credentials until the payment is complete. This example will continue with the payment.

Click Proceed.



- Account
- Fleet
- Distance
- WgtGroup
- Vehicle
- Billing**
- Payment
- Credentials
- MainMenu
- Inquiries

**Payment Verification** **Renew Fleet**

Account No. : 842	Fleet No. : 001	Customer Name : <input type="text"/>
Expiration Month / Year : 03/2016	Supplement No. : 000	Supplement Desc. : RENEW FLEET
Fleet Type : PVT - PRIVATE	Supplement Effective Date : 04/01/2015	Supplement Status : INVOICED
Invoice Date : 01/28/2015	Invoice No. : 136001	Payment Receipt Date : 01/28/2015

**Fees**

Registration Fee : \$ 42.00	Credit Applied : \$ 0.00	County Credit : \$ 0.00
AAVT Fee : \$ 45.00	AAVT Credit Applied : \$ 0.00	
Foreign Jur. Fees : \$ 283.40	Foreign Jur. Credit Applied : \$ 0.00	Admin Fees : \$ 0.00
Late Filing Penalty : \$ 0.00	AAVT Late Penalty : \$ 0.00	Late Payment Penalty : \$ 0.00
Manual Adj. Base Jur. : \$ 0.00	Net Amount Due : \$ 370.40	
Service Location : SMDW-SOUTH MEADOW	Submittal Method : M - Mail-in	Batch Credential : N

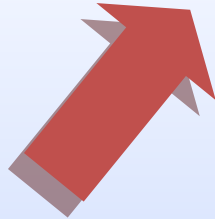
**Cab Card Delivery Type**

Electronic Delivery Type : D - PDF

**Proceed**

**Add To Cart**

**Back**



The Cart Verification Screen will display.

Click Proceed.



Welcome

[IRP, Inc](#)

IRP & CVIEW Application (Sandbox-Node2) - HOME Level v 1.00.62402 (2015-01-19)  
WEB OFFICE - Business Day: 01/28/2015

Payment

[Renew Fleet](#)

Cart Management -Selected Transaction Verification

Payer Name :

Payer Account No. : 842

Receipt Date : 01/28/2015

Account No.	Name	Invoice No.	Invoice Date	Transaction Type	Priority	Amount Due (\$)
842		136001	01/28/2015	IRP; AC#;842; FL#;001; FLYR;2016; SUPP#;000	1	370.40
<b>Total</b>						<b>370.40</b>

[Proceed](#)

[Quit](#)



Click Proceed.





**Payment** [Renew Fleet](#)

Customer Name :  Payer Account No. :   
Individual Name :

Invoice No.	Invoice Date	Name	Transaction Type	Amount Due (\$)
136001	01/28/2015		IRP:AC#842;FL#001;FLYR:2016;SUPP#000	370.40
<b>Total Amount Due</b>				<input type="text" value="370.40"/>

**Payment Details**

Delete	Payment Type	Payment No.	Payment Amount (\$)
<input type="checkbox"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

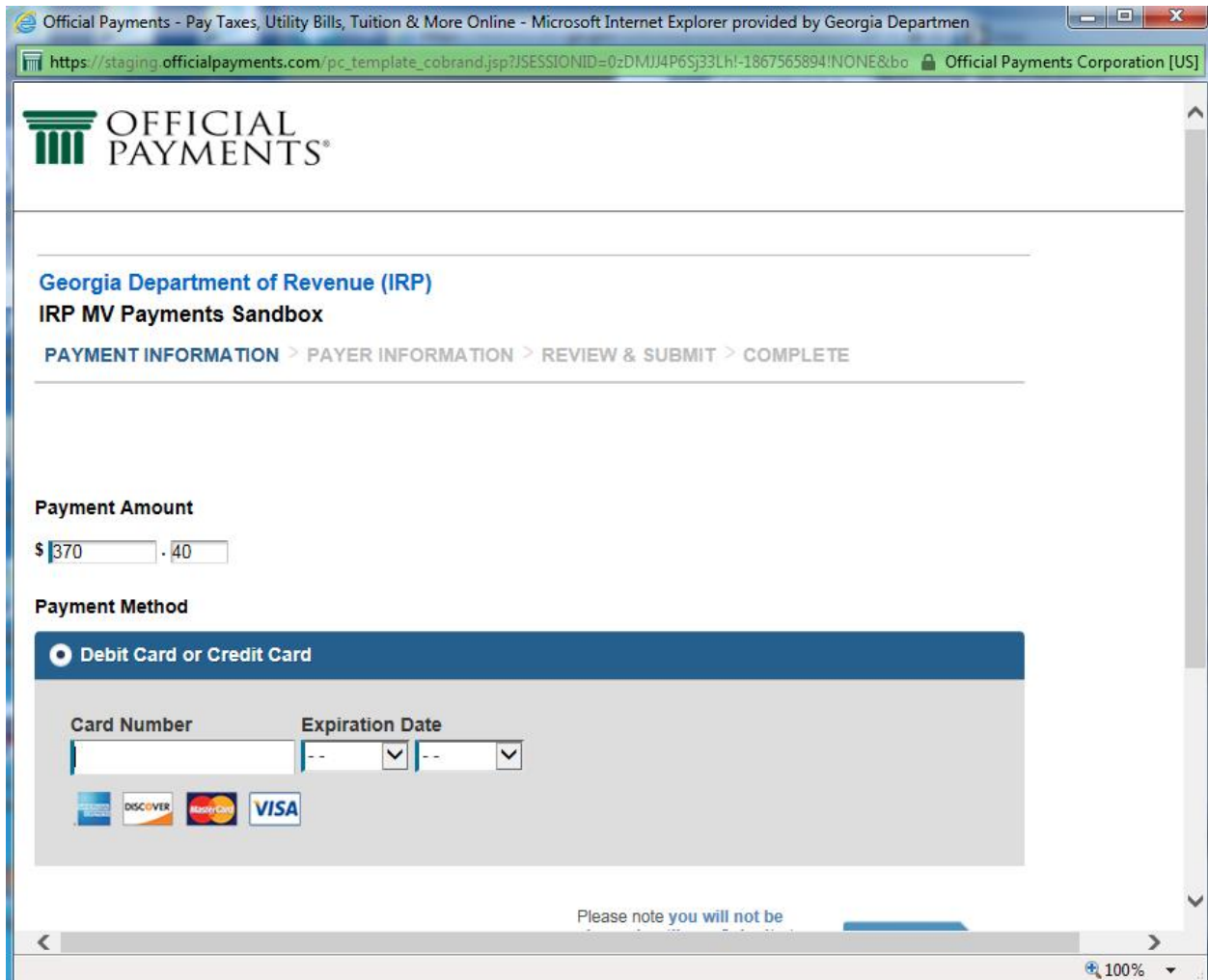
To select Payment Type, press the Credit Card or E-Check button. Only one Payment Type may be selected.

Total :   
Change :   
Over Payment :   
Net Amount Paid :

**Electronic Delivery Type**  
Payment Electronic Delivery type :



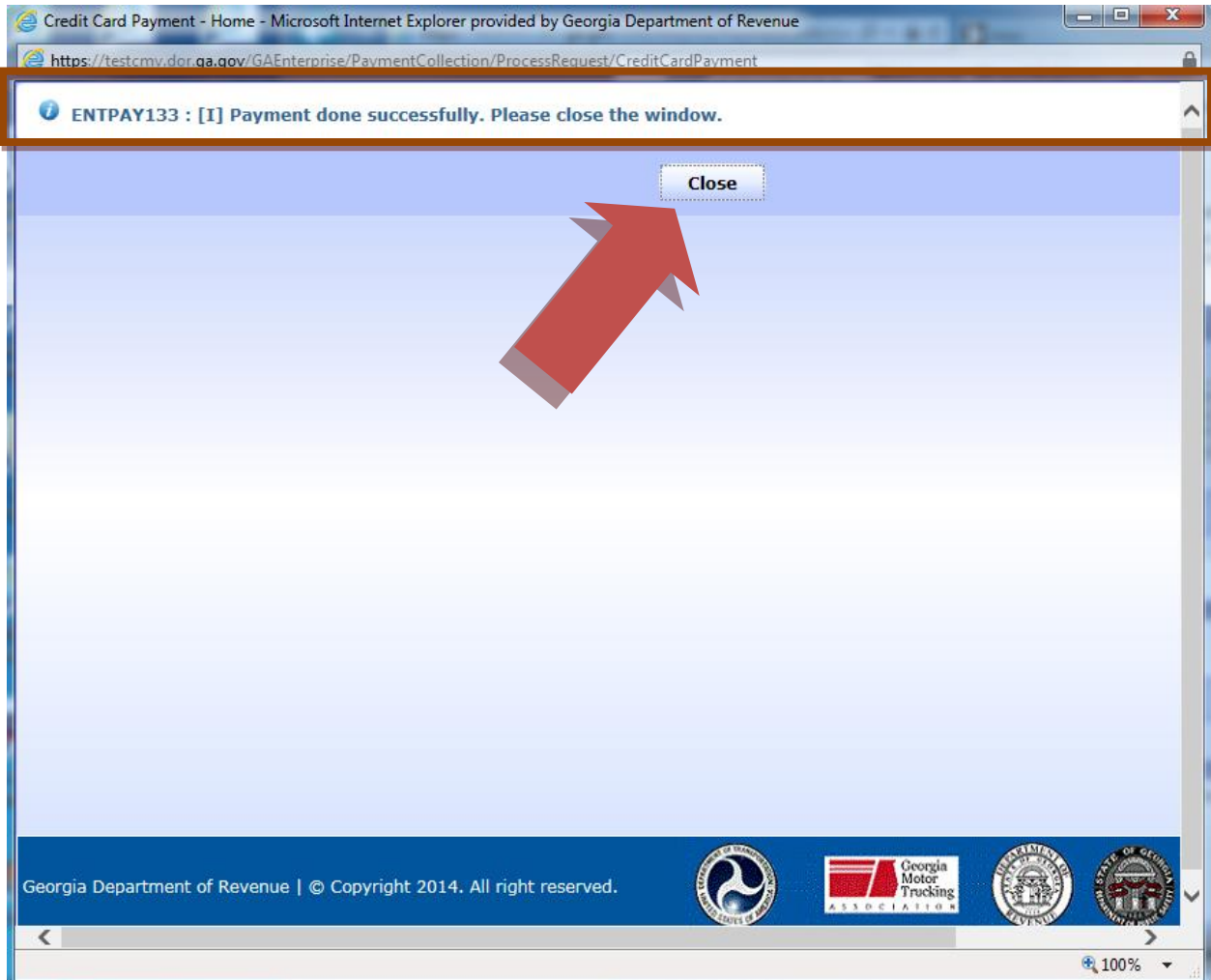
Credit Card and E-Check are the acceptable forms of payment for web customers.  
This example will demonstrate a credit card payment.  
Click Credit Card.  
You will now be transferred to Official Payments site that will open in a new window.



Complete your credit card information and continue until the process is complete.

After the payment is processed, you can print the receipt. Official Payments will also send you an email.

Click Continue.



You will return to the IRP System with a message that your credit card payment was done successfully.

Close the window.



- ENTPAY83 : [I] Credit Card Payment is successful. Total amount paid \$370.40, Credit Card Payment No. 123456.
- ENTPAY131 : [I] For Credit Card/E-Check payment: Please wait while the Credit Card/E-Check Payment No. populates after the Credit Card/E-Check payment. Please do not close this browser and proceed to complete the transaction after the Payment No. is populated in Payment details.

<b>Payment</b>		<a href="#">Renew Fleet</a>
<b>Payment</b>		
Customer Name :	<input type="text"/>	Payer Account No. : <b>842</b>
Individual Name :	<input type="text"/>	

Invoice No.	Invoice Date	Name	Transaction Type	Amount Due (\$)
136001	01/28/2015		IRP;AC#:842;FL#:001;FLYR:2016;SUPP#:000	370.40
<b>Total Amount Due</b>				<b>370.40</b>

**Payment Details**

Delete	Payment Type	Payment No.	Payment Amount (\$)
<input type="checkbox"/>	Credit Card	123456	370.40

To select Payment Type, press the Credit Card or E-Check button. Only one Payment Type may be selected.

Total :	<b>370.40</b>
Change :	0.00
Over Payment :	0.00
Net Amount Paid :	<b>370.40</b>

**Electronic Delivery Type**

Payment receipt Electronic Delivery type :



You are now back on the payment screen that shows your amount paid.

Click Proceed.



**Payment** [Renew Fleet](#)

**Payment**

Customer Name :  Payer Account No. : 842  
 Individual Name :

Invoice No.	Invoice Date	Name	Transaction Type	Amount Due (\$)
136001	01/28/2015		IRP;AC#:842;FL#:001;FLYR:2016;SUPP#:000	370.40
<b>Total Amount Due</b>				<b>370.40</b>

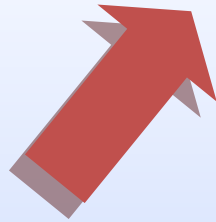
**Payment Details**

Payment Type	Payment No.	Payment Amount (\$)
Credit Card	123456	370.40

Total :	\$ 370.40
Change :	\$ 0.00
Over Payment :	\$ 0.00
Net Amount Paid :	\$ 370.40

**Electronic Delivery Type** Payment receipt Electronic Delivery type:D - PDF

[Proceed](#) [Back](#)



Click Proceed to apply the credit card payment to the supplement. This will complete the process and generate your credentials.

You will get a Payment Receipt and an Apportioned Cab Card.

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

Page 1 of 1

Payment Receipt

Customer Name: 1892 MC FARLAND AVE  
 ROSSVILLE, GA 30741-0000

Payer Account No: 842  
 Payment Date: 01/28/2015  
 Location: WEB OFFICE


**INVOICE DETAIL:**

Invoice No.	Customer Name	Transaction Detail	Amount
130001		RENEW FLEET	\$370.40
<b>Total</b>			<b>\$370.40</b>

**PAYMENT DETAIL:**

Payments	Payment Date	Amount
Credit Card-123456	01/28/2015	\$370.40
<b>Total Paid</b>		<b>\$370.40</b>

**State of Georgia**  
**Apportioned Cab Card**


 This Card Must Be Carried In The Vehicle  
 Photocopying Violates Information On This Card  
 1-855-406-9221  
<https://www.cvlm.dor.ga.gov/>

ACCOUNT NO.	ACT. NO.	SUP. NO.	TYPE	NAME	UNIT NUMBER	ASSIGNEE	UNLAWFUL MET	FILE	CHANGED LOW	YEAR
842	001	000	TK	FORD	10	2	13560	D	33000	2000
VIN	SALE STATE	LEADOFF NO.	EXPIRATION DATE	REGISTRATION DATE	ISSUE DATE	PLATE NUMBER				
3FDXF75H6YMA03459	GA	000354553	03/31/2016	01/28/2015	04/01/2015	IP2305				

CARRIER RESPONSIBLE FOR SAFETY: 1892 MCFARLAND AVE, ROSSVILLE GA 30741-2254

REGISTRANT INFORMATION: 1892 MC FARLAND AVE ROSSVILLE GA 30741-0000

Vehicle described has been proportionally registered between the state of **GEORGIA** and other jurisdictions shown below.

GA 33000	AL 33000	AR 33000	AZ 33000	CA 33000	CO 33000	CT 33000	DC 33000	DE 33000	FL 33000
IA 33000	ID 33000	IL 33000	IN 33000	KS 33000	KY 33000	LA 33000	MA 33000	MD 33000	ME 33000
MI 33000	MN 33000	MO 33000	MS 33000	MT 33000	NC 33000	ND 33000	NE 33000	NH 33000	NJ 33000
NM 33000	NV 33000	NY 33000	OH 33000	OK 33000	OR 33000	PA 33000	RI 33000	SC 33000	SD 33000
TN 33000	TX 33000	UT 33000	VA 33000	VT 33000	WA 33000	WI 33000	WV 33000	WY 33000	AS 14969
BC 14969	MB 14969	NB 14969	NL 14969	NS 14969	ON 14969	PE 14969	QC 6 axis	SK 14969	** *****

1892 MC FARLAND AVE  
 ROSSVILLE GA 30741-0000

Sandbox

Visit our website at <https://www.cvlm.dor.ga.gov/> for verification of registration details above.  
 Note: If this vehicle is sold or otherwise deleted from the fleet, this cab card and corresponding license plate must be surrendered to the Georgia Department of Revenue Motor Vehicle Division.

**INSTRUCTIONS FOR APPLYING PLATE DECALS:**

- 1) Verify plate number and decal match.
- 2) Do not moisten decal or attempt to apply if temperature is below - 10 degrees Fahrenheit.
- 3) Clean and dry plate before affixing new decal.
- 4) Remove decal by bending corner of card under decal along dotted line.
- 5) Next, lift up corner of decal where card is creased.
- 6) Decal is fragile, peel decal off slowly.
- 7) If plate has a previous decal attached place new decal to cover old decal. See diagram on back of registration form for decal placement.
- 8) Rub or press firmly around edges of decal after applying.

**MAR**  
 IP2305

Close the window and return to the screen with a display of informational messages letting you know when to expect your remaining credentials.



Welcome [IRP, Inc](#)  
**IRP & CVIEW Application (Sandbox-Node1) - IRP Level v 1.00.62402 (2015-01-19)**  
WEB OFFICE - Business Day: 01/28/2015

PROCESS ▶	SUPPLEMENT ▶	INQUIRIES ▶	IN PROGRESS	REPRINT ▶	SUBMISSION ▶	HOME	SIGN OFF
-----------	--------------	-------------	-------------	-----------	--------------	------	----------

-  IRPPAY57 : [I] Payment done successfully.
-  IRPCRED33 : [I] Data sent to ITI for cabcard generation. You should get the cabcard in mail within a week.
-  IRPPAY64 : [I] Payment Receipt successfully generated.
-  IRPGEN306 : [I] Credentials requested: 1, Credentials successful: 1, Credentials failed: 0.
-  IRPGEN239: [I] Credential successfully generated.

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

Georgia Department of Revenue | © Copyright 2014. All Rights Reserved.



Georgia Department of Transportation

You have now completed a Straight Renewal.