Texas Law Enforcement Telecommunications System Operation Manual - Mobile

Texas Department of Public Safety
Law Enforcement Support Division
Crime Records Service

tcic.training@dps.texas.gov

Revised 2017
The information provided in this manual is to be considered sensitive but unclassified material. This handbook shall not be posted to a public website and discretion shall be exercised in sharing the contents of this handbook with individuals and entities who are not engaged in law enforcement or the administration of criminal justice.
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Introduction

The Texas Law Enforcement Telecommunications System (TLETS) is a statewide telecommunications network that is composed of city, county, state, federal and military law enforcement and criminal justice agencies in Texas. The Texas Department of Public Safety (DPS) has been charged with the responsibility for operation of the computerized electronic message switching system located at the DPS Headquarters in Austin, Texas. All agencies subscribing to the Texas Law Enforcement Telecommunications System are reminded that the system is designed exclusively for use by criminal justice agencies in conducting their lawfully authorized duties within their respective jurisdictions and between agencies as required.

Participating agencies are provided access to a highly technical, complex and sophisticated system consisting of driver license, vehicle registration, the Texas and National Crime Information and other databases. With this access, each member agency is responsible for the content and accuracy of any records and messages they originate, and also, for the interpretation of database transactions received by their terminal. Member agencies shall be responsible for assuring the adequacy of training of all persons authorized to operate the terminal and make every reasonable effort to acquaint their personnel with the rules, regulations, capabilities and services offered by the TLETS.

TLETS Training Mission Statement:
To provide and facilitate accessible, accurate and quality training to Texas users regarding the Texas Law Enforcement Telecommunications System in order to plan, implement and manage a dedicated secure reliable high speed data communications system that fully supports the criminal justice communities in the performance of their charters: to protect and preserve the lives and property of the citizens of the state of Texas.

This TLETS Operation Manual contains complete coding procedures and operating guidelines for all features of the Texas Law Enforcement Telecommunications Systems and the International Justice and Public Safety Network (Nlets) except the two databases of TCIC and NCIC. The National Crime Information Center's (NCIC) Operating Manual and Code Manual contain complete coding and operational procedures for the TCIC and NCIC systems.

Each member agency shall insure that these manuals and other materials are made available to all their authorized operating personnel and that they be kept current and readily available to their operators.

Any suggestions or questions regarding the content of this manual should be directed to TCIC/TLETS Training Unit, Texas Department of Public Safety in Austin.
System Training
TLETS/Nlets Basic Operator Course: TCOLE #3809 (24 hours)
This course is managed by the Crime Records Service (CRS) of Texas Department of Public Safety (DPS) and the initial certification expires after two years, so users must retest on-line every two years. The Texas Department of Public Safety – Crime Records Service requires that there must be at least one classroom-trained TLETS operator per shift. This training must be done within six months of the date of hire. Enrollment is limited to personnel currently employed by a criminal justice agency.

Exams, Grades and Attendance
Exams are given at the end of each day. In order to be eligible for course credit and a certificate, the student must make an average of 75% or higher. It is the responsibility of the student to contact the instructor when an emergency situation arises in order to make arrangements to make up the class (if at all possible). If more than 10% of the class is missed, the student will be dropped from the course.

Commissioned peace officers and other qualified individuals that provide a TCOLE PID number and successfully complete this course will have those training hours forwarded to TCOLE for inclusion on their training record.

Student Conduct
In order to effectively cover the material, students are expected to report to class on time. As a courtesy, if a student is going to be late, contact the instructor or coordinator. Do not interrupt the class while in session. Wait to enter the room during break or enter when the instructor allows. Be thoughtful of others and refrain from talking while the instructor is teaching.

Food and Drinks
Some facilities may prohibit drinks or food in their classroom. Students should follow the guidelines of the host agency. Otherwise, per the instructor’s judgment, food and drink may be allowed. Students should clean their workspace prior to leaving class by placing empty containers and paper in appropriate receptacles.

Cell Phones and Text Messaging
TCIC Training is aware that some students may be on call with their agency or family. Students should take into consideration their peers and place cell phones on silent or vibrate. If a student must take a call or return a text, they should excuse themselves from the class. Text messaging during class or during testing will NOT be tolerated. If this occurs, the instructor will remind the student of the classroom rule when found in violation. If a student continues to text or talk on their cell phone during class, the instructor has the discretion to dismiss the student and notify the student’s supervisor immediately of the circumstances.
Section 1: System Definition and Policy

By the end of this training session, the student will be able to:

- Explain the basic operations and processes of the Texas Law Enforcement Telecommunication Systems and the International Justice and Public Safety Network.
- List the various databases available through TLETS and Nlets.
- Restate both the state and federal laws that apply to information received from the TLETS/Nlets terminal.
- Identify legitimate criminal justice and law enforcement uses of information obtained from TLETS and Nlets.
- List the possible sanctions for misuse of the TLETS/Nlets systems.
- Locate the contact information for reporting operational problems or requesting terminal moves, changes and additions.
System Definition and Policy

Nlets Description

The International Justice and Public Safety Network (Nlets) is made up of representatives of law enforcement agencies from each of the 50 states, the District of Columbia, Puerto Rico, US Virgin Islands, Guam, Canadian Police Information Centre (CPIC), Interpol and federal law enforcement agencies. Nlets is incorporated under the laws of the state of Delaware and is a non-profit organization whose purpose is to provide interstate communications to law enforcement, criminal justice and other agencies involved in enforcement of laws. As a 501(c)(3) not for profit organization, Nlets is solely funded by membership fees.

Eight Regions

<table>
<thead>
<tr>
<th>Region A (A1)</th>
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<th>Region C (C1)</th>
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<td>Washington</td>
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Nlets Administration

Nlets has eight regions comprised of six or seven states and several federal agencies that are grouped together to represent a regional community of interest. The Nlets System Agency (NSA) for a state will appoint an individual to provide representation in the Nlets organization. The representative from each region represents the region on the Nlets Board of Directors.

The Board of Directors meets at least once each year to conduct the organization’s business and make policy decisions. The policy decisions range from how the system is to be operated to how the Corporation’s general business will be handled. The Board of Directors appoints an Executive Director who is responsible for conducting the organization’s day-to-day business and overseeing system operations and administrative matters.
Nlets is a secure network and system linking local, state, federal and international agencies together to provide the capability to exchange criminal justice and public safety related information. Nlets links Nlets System Agencies (NSAs) together using an international standardized format to transmit and receive data from one agency to another agency in a matter of seconds.

A log of all transactions is kept to provide system statistical reports and management information. The Nlets system can receive, store and forward both incoming and outgoing message traffic from all its user agencies. Administrative message traffic on the system includes all types of free form criminal justice related data from one point to one or more points. In addition, Nlets supports inquiry into state motor vehicle, driver's license, criminal history and other state, federal and international databases of statewide broadcast messages.

No information delivered from Nlets is to be used for any purposes other than that for which it was originally requested, except to review message traffic for quality control or for statistical analysis purposes.

**Nlets System Agency**

Each Nlets member designates an agency as the **Nlets System Agency (NSA)**. This designated agency is responsible for maintaining operational surveillance over the state end of the line and for providing distribution services in and out of the Nlets network. The NSA is normally addressed by using the two-character state code. The Department of Public Safety – Crime Records Service is the NSA for the state of Texas, using the Point of Entry (POE) code of TX.

**TLETS Description**

The **Texas Law Enforcement Telecommunications System (TLETS)** is a statewide telecommunications network composed of computer terminals, interfaces and databases representing city, county, state, federal, military law enforcement and criminal justice agencies in Texas. This network is controlled by a computerized electronic message switching system located at the Texas Department of Public Safety in Austin.

Member agencies have the capability of exchanging administrative type messages and, when authorized, have access to various databases that enables them to retrieve and enter certain computerized data. Additionally, other law enforcement and criminal justice agencies, systems, files and services are available to TLETS members through the Nlets - International Justice and Public Safety Network. Nlets provides TLETS members access to law enforcement, criminal justice agencies and other informational files and services in the United States, Puerto Rico, the Virgin Islands and a number of foreign countries.

**TLETS Administration**

The Director of the Texas Department of Public Safety (TXDPS) has the direct responsibility for the administrative control, access and operation of the Texas Law Enforcement Telecommunications System (TLETS). TLETS operates under a shared management concept wherein TXDPS Information Technology manages the technical components of the system such as: design, operation, circuits and the satellite network (VSAT). The TXDPS Law Enforcement Support Division manages the operations of the TLETS system such as: coordinating new agency membership, creating new/maintaining existing database interfaces, user agreements, system management responsibilities and other administrative matters pertaining to TLETS. Additionally, an individual from the Law Enforcement Support Division serves as the state representative for the International Justice and Public Safety Network (Nlets).
Local Agency/Regional Computer Interfaces
Several Texas criminal justice agencies have internal computer systems that are interfaced into the TLETS Switcher and provide TLETS & Nlets telecommunications message switching capabilities to various terminals within that agency. These computer systems could also provide in-house Information Management to their agencies.

TLETS Network
The Texas Law Enforcement Telecommunications System (TLETS) consists of a software application and secure network services. This system is located at the DPS Headquarters in Austin. The TLETS Message Broker is an automatic, computerized, electronic storage and forward message switching system. Every message and transaction generated by a terminal on the TLETS network is initially transmitted to the message broker over a dedicated circuit or satellite wireless connection where it is validated for proper codes and formats. A record of each message or transaction is made on electronic logging devices and then forwarded to its addressed destination. In the event conditions exist that prevent the proper delivery of the message/transaction to its addressed destination, the message switcher will automatically store this message or transaction until such time as delivery is possible or notify the originator it was discarded.

Registration and Title System (RTS)
Texas Department of Motor Vehicles (DMV) provides registration information for vehicles titled in Texas from the Registration and Title System database (RTS).

Financial Responsibility Verification Program (FRVP)
This program is managed by the Texas Department of Insurance and provides law enforcement officers with potential verification of valid liability insurance for a vehicle.

Texas State Agency Databases
- Texas Department of Parks and Wildlife (TPWL)
- Department of State Health Services (DSHS)
- Texas Department of Criminal Justice (TDCJ)
- Department of Family and Protective Services (DFPS)

Driver License System (DLS)
The Texas Department of Public Safety Driver License Division (DLD) is responsible for all driver license records and identification card information issued in Texas. The Driver License System (DLS) is the repository for driver information, status and history.

Texas Crime Information Center (TCIC)
The Texas Crime Information Center (TCIC) provides access to data regarding the stolen status of property and the wanted, missing, sex offender or protective order status of persons. This database is managed by the Crime Record Service of the Texas Department of Public Safety. TCIC also provides a direct link to the National Crime Information Center (NCIC) providing instant information regarding whether a vehicle, a boat or other property under investigation is stolen, or a person in question is wanted anywhere in the country.
National Crime Information Center (NCIC)
The Federal Bureau of Investigation (FBI) in Washington, DC maintains the National Crime Information Center (NCIC). This system provides the repository, inquiry and entry access to stolen vehicles, license plates, boats, guns, articles, securities, wanted/missing/unidentified persons and criminal history information to law enforcement/criminal justice agencies nationwide and Canada.

Users should refer to the NCIC Operating Manual for complete system description and operation which is available at:

www.dps.texas.gov/tcic2000project
User Name: TCIC2000
Password: DPSTCIC7#

Nlets Network
Nlets - International Justice and Public Safety Network is an automated, computerized, electronic storage and forward message broker network. Although the Nlets message broker equipment is physically located at the Arizona Department of Public Safety in Phoenix, Arizona, it is under the administrative control of the International Justice and Public Safety Network. The network has the capability to receive, store and forward both incoming and outgoing message traffic from all its members.

Nlets’ sole purpose is to provide for the interstate and/or interagency exchange of criminal justice and related information. The mission of Nlets is to provide, within a secure environment, international justice telecommunications capability and information services that will benefit to the highest degree, the safety, security and preservation of human life and the protection of property. Nlets will assist those national and international government agencies and other organizations with similar missions that enforce or aid in enforcing local, state or international laws or ordinances.

Message traffic includes free form administrative message data from one point to one or more points. Nlets supports inquiry into state motor vehicle, driver license, other databases and systems.

Other State’s Databases
In addition to local agency computer system interfaces, there are additional computer systems databases that are directly interfaced with the TLETS Message Switcher. These databases provide computerized record information on driver license, registration, stolen and wanted information and criminal history record information to authorized users on the TLETS:

- Driver License Information
- Vehicle Registration
- Boat Registration
- Criminal History Record Information
- Probation, Parole and Corrections Information
Communicating with Canada
Nlets supports exchanging criminal justice and criminal justice related information with Canada. A variety of information is available through the Canadian Police Information Center (CPIC).

International Criminal Police Organization (INTERPOL)
Interpol is also interfaced with Nlets and provides information services and exchange of certain law enforcement/criminal justice information with a number of foreign countries regarding criminal investigations.

National Insurance Crime Bureau (NICB)
The National Insurance Crime Bureau (NICB) is a crime prevention organization assisting law enforcement in the prevention, detection and prosecution of the financial crimes of theft, fraud and arson relating to personal property.

Law Enforcement Support Center (LESC)
The Law Enforcement Support Center (LESC) provides timely information on aliens suspected of criminal activity and status information of aliens under arrest. The information may be used to assist with investigations, provide identification and background data on subjects for correctional departments or to notify Immigration and Customs Enforcement (ICE) of a subject’s incarceration or placement on probation.

National Center for Missing and Exploited Children (NCMEC)
The National Center for Missing and Exploited Children (NCMEC) acts as a resource for searching parents and law enforcement professionals in their efforts to find and recover missing and abducted children. NCMEC also disseminates information to raise public awareness regarding the issues of child molestation, victimization and sexual exploitation.

NCMEC provides a 24-hour, toll-free Hotline/CyberTipline accepting reports of missing children as well as lead information on missing and sexually exploited children. They also assist with photograph/poster preparation and distribution, age enhancement, facial reconstruction, imaging/identification services, educational materials and publications.

For additional information contact:
National Center for Missing and Exploited Children
1-800-THE-LOST (800-843-5678)
www.missingkids.com

TECS
TECS (formerly known as the Treasury Enforcement Communications System) is an automated message switching system located in Washington, DC and is directly interfaced with the Nlets Switcher. TECS provides users access to various Federal agencies and is host to the Federal Aviation Administration (FAA) aircraft registration files.
Federal Agency Access

- Postal Inspection Service
- Department of State
- Department of Interior
- National Park Service
- Bureau of Indian Affairs
- US Park Police
- Veterans Administration Police
- Federal Protection Service
- US Coast Guard
- Department of Army
- Naval Criminal Investigative Service
- Air Force Office of Special Investigations
- US Secret Service
- Department of Justice
- US Marshal
- Drug Enforcement Administration
- US Courts Administration
- Department of Homeland Security – Immigration and Customs Enforcement
System Access and Dissemination Policies

TLETS/Nlets
Texas Law Enforcement Telecommunications System and the International Justice and Public Safety Network are designed exclusively for use by criminal justice agencies in conducting their lawfully authorized duties within their respective jurisdictions and between agencies as required. Data obtained over these systems may only be disseminated to criminal justice agencies as defined by state statute and federal regulations. Secondary dissemination by those agencies is permissible when authorized for a specific purpose by state and federal laws. Each agency must ensure that TLETS terminals and/or terminals on local systems, which have access to TLETS, are secure from unauthorized use.

No information delivered from Nlets is to be used for any purposes other than that for which it was originally requested, except to review message traffic for quality control or for statistical analysis purposes.

NCIC/TCIC
The data stored in the NCIC System and the III File are documented criminal justice information and must be protected to ensure correct, legal and efficient dissemination and use. It is incumbent upon an agency operating an NCIC terminal to implement the necessary procedures to make that terminal secure from any unauthorized use. Any departure from this responsibility warrants the removal of the offending terminal from further NCIC participation. The same access policy guidelines in NCIC apply to TCIC.

CJIS (Criminal Justice Information System)
“A Criminal Justice Agency is defined as a court, a governmental agency, or any subunit of a governmental agency which performs the administration of criminal justice pursuant to a statute or executive order and which allocates a substantial part of its annual budget to the administration of criminal justice. State and federal Inspectors General Offices are included.”

The Administration of Criminal Justice is defined as: “The detection, apprehension, detention, pretrial release, post-trial release, prosecution, adjudication, correctional supervision or rehabilitation of accused persons or criminal offenders. It also includes criminal identification activities; the collection, storage, and dissemination of criminal history record information and criminal justice employment. In addition, administration of criminal justice includes “crime prevention programs” to the extent access to criminal history record information is limited to law enforcement agencies for law enforcement programs (e.g. record checks of individuals who participate in Neighborhood Watch or “safe house” programs) and the result of such checks will not be disseminated outside the law enforcement agency.”

Use of the system for any non-criminal justice purpose is in violation of the agency’s TLETS User Agreement and could result in the termination of service to any agency found responsible for such offenses. Individuals, businesses, organizations and governmental entities not defined as criminal justice agencies, such as code enforcement, tax, county or municipal offices, are not authorized to access under the above regulations. They may obtain certain information and data directly from the agencies responsible for keeping the files such as vehicle and boat registration information or driver license data.
CJIS Personnel Security Policy and Procedures
Minimum Screening Requirements for Individuals Requiring Access to Criminal Justice Information (CJI):

1. To verify identification, a state and national fingerprint-based record check shall be conducted within 30 days of assignment for all personnel who have direct access to CJI and those who have direct responsibility to configure and maintain computer systems and networks with direct access to CJI.

2. If a felony conviction of any kind exists, the hiring authority in the local criminal justice agency shall deny access to CJI. However, the hiring authority may ask for a review by the CJIS System Officer (CSO) in extenuating circumstances where the severity of the offense and the time that has passed would support a possible variance.

3. If a record of any other kind exists, access to CJI shall not be granted until the CSO or his/her designee reviews the matter to determine if access is appropriate.

4. If the person appears to be a fugitive or has an arrest history without conviction, the CSO or his/her designee shall review the matter to determine if access to CJI is appropriate.

5. Support personnel, contractors, and custodial workers with access to physically secure locations or controlled areas (during CJI processing) shall be subject to a state and national fingerprint-based record check unless these individuals are escorted by authorized personnel at all times.

6. It is recommended that individual background re-investigations be conducted every five years unless Rap Back is implemented.

TLETS Terminal Access Policy
The terminal site and related infrastructures (including police vehicles if they house equipment which provides access to the CJIS network), must have adequate physical security at all times to protect against all unauthorized access to or routine viewing of computer devices, access devices and printed and stored data. A physically secure location is a criminal justice facility, an area, a room, a group of rooms or a police vehicle that is/are subject to criminal justice agency management control and which contain hardware, software and/or firmware that provide access to the CJIS network.

Law enforcement and criminal justice sensitive facilities and restricted/controlled areas shall be prominently posted and separated from non-sensitive facilities and non-restricted/controlled areas by physical barriers that restrict unauthorized access. Every physical access point to sensitive facilities or restricted areas housing information systems that access, process or display CJIS data shall be controlled/secured during both working and non-working hours.

Blanking the screen of the laptop or MDT by use of a password-protected screensaver is recommended when the officer or operator is away from the terminal. (CJIS Security Policy)

The agency shall control physical access by authenticating visitors before authorizing escorted access to the physically secure location (except for those areas designated as publicly accessible). The agency shall escort visitors at all times and monitor visitor activity. (CJIS Security Policy)

The CJIS Security information can be found at: www.dps.texas.gov/SecurityReview/index.htm
User Name: TCIC2000
Password: DPSTCIC7#
Sanctions for System Misuse

Every agency must operate their TLETS terminal and/or interface system in a professional manner, adhering to the rules, regulations, procedures and policies. Administration of these rules is the responsibility of the Texas Department of Public Safety.

The TLETS Agency/Equipment Agreement sets forth the duties and responsibilities for both the Department of Public Safety and your agency. It must be signed by the agency administrator (chief, sheriff or agency head) and the director of TXDPS.

Violations of the rules, regulations, policies and procedures or any other misuse or abuse of the system will result in notification of the agency administrator to discuss the possibility of sanctions including, but not limited to, termination of service to the offending agency. In those situations where clear violations of the law have occurred, criminal prosecution of the offender may occur.

TLETS Agency/Equipment Agreement

1. This document constitutes an agreement between the Texas Department of Public Safety, State Administrator of the Texas Law Enforcement Telecommunications Systems (TLETS), and the following criminal justice agency as defined in Section 60.01(6) of the Texas Code of Criminal Procedure,

   AGENCY: ____________________________
   (Hereinafter referred to as the “Agency” or “TLETS”)
   ADDRESS: ____________________________

2. This agreement is made pursuant to Chapter 791 of the Texas Government Code or Chapter 771 of the Texas Government Code.

3. This agreement sets forth duties and responsibilities for both the Department of Public Safety and the Agency.

4. The Department of Public Safety agrees to maintain, operate and manage TLETS communications and criminal justice information systems on a 24-hour, 7-day per week basis. Agency is hereby notified and understands that the TLETS communications and criminal justice information systems will not be available 100% of the time and such systems will, by their very nature, fail and require maintenance from time to time without notice. Such facts have been taken into consideration by Agency prior to the execution of this agreement, and such failures shall not constitute nonperformance or negligence on the part of the Texas Department of Public Safety. In addition, the Texas Department of Public Safety is not liable or responsible for interruptions or termination of service caused by strikes, lockouts, governmental acts, acts of God or other conditions beyond its control. Any such interruption or termination of service shall not be considered as a breach of this agreement by the Texas Department of Public Safety. The Department of Public Safety further agrees to act as the State Control Terminal Agency to facilitate the exchange of information between the Agency and the following agencies: the Federal Bureau of Investigation (FBI) for the National Crime Information Center (NCIC), Interstate Identification Index (III), and other systems; the National Law Enforcement Telecommunications System (NLETS) for the international justice and public safety information-sharing network; the Vehicle Titles and Registration (VTR) Division of the Texas Department of Transportation for motor vehicle registration files; divisions of the Texas Department of Public Safety (DPS) for the Texas Crime Information Center (TCIC), the Computerized Criminal History (CCH), the Driver License system; and other systems that now exist or may be implemented by DPS or other agencies in the future, as appropriate."
5. The Department of Public Safety reserves the right to restrict the type and scope of data to which the Agency may have access. The Department of Public Safety will provide system training of terminal operators at no charge to the Agency at a time and location to be designated by the Department of Public Safety. The obligation of the Department of Public Safety to incur training costs is conditional upon sufficient funds being appropriated, budgeted and available to the Department of Public Safety. No financial liability will be incurred by the Department of Public Safety by virtue of this agreement beyond monies appropriated and available to it for the purpose of fulfilling this agreement.

6. The Agency shall abide by all laws of the United States and the State of Texas, and shall abide by all present or hereafter approved rules, policies and procedures of NCIC, TCIC, VTR, TLETS, and NLETS concerning the collection, storage, processing, retrieval, dissemination and exchange of criminal justice information.

7. If the Agency provides criminal justice information to another criminal justice agency, which at that time is not operating on TLETS pursuant to an Agency Agreement, the TLETS Agency must have on file a “non-terminal” agency agreement between the parties.

8. The Agency shall keep all terminal operators trained and informed of policies and procedures that govern these systems. The Agency must also ensure that all TLETS operators/employees have access to the TLETS/TCIC Newsletters, manuals and a daily review of the twice broadcasted APB Summary (0600-1800).

9. The Agency agrees that its equipment will be compatible with the TLETS communications interconnection standards of the VSAT Satellite System and or telephone data circuits. This determination may be made by the Department of Public Safety or its authorized designee. Data circuits between the connecting terminal/interface and the Department of Public Safety shall be arranged by the Department of Public Safety. Terminal/interface equipment shall be installed in a location where only authorized personnel may have access to said equipment. The equipment/VSAT Satellite System or circuit may not be modified, moved or changed without approval of the Department of Public Safety. No additional devices may be added to the equipment without prior Department of Public Safety approval.

10. The Department of Public Safety shall provide to the Agency the initial installation of a VSAT Satellite System and allied hardware and software as follows, hereinafter referred to as to the VSAT Satellite System, which includes: Antenna, IFL Cable, and other necessary equipment as determined by the Department of Public Safety. The Agency shall provide a voice grade dedicated telephone line for the dial backup modem, if the Agency desires a backup in the event of VSAT signal loss. The Agency shall be responsible for maintaining “all state installed VSAT Satellite System telecommunications equipment” in good working order. The costs of any repairs or adjustments to the “VSAT Satellite System” shall be borne by the Department of Public Safety unless the necessity for any said repair or adjustment was caused by the negligence of the Agency as determined by Department of Public Safety in which case the cost shall be borne by the Agency. Failure to maintain said “VSAT Satellite System equipment” in good working order when caused by the negligence of the Agency and/or failure to pay the costs of any repairs or adjustments necessitated by the negligence of the Agency shall be grounds for a suspension of service.

11. Any data file application, (including regional and local files) that could affect and cause degradation of service to other agencies must be authorized by the Department of Public Safety prior to implementation. The Department of Public Safety reserves the right to refuse such application on TLETS should resources not be available, or in the best interest of the TLETS agencies.
12. The Agency will be responsible for all costs associated with the operation of its terminal/interface, and may be required, should the Department of Public Safety not receive circuit funding, to assume circuit costs if service is still desired.

13. Unless the Agency is in “inquiry only” status, the Agency may enter data into NCIC and TCIC, and exchange information on TLETS and NLETS, via the NCIC Operating and Code Manuals and the TLETS/NLETS Operating Manual for proper instructions for the use of the TLETS/NLETS and TCIC/NCIC systems.

14. The Department of Public Safety reserves the right to immediately suspend service to the Agency when applicable policies are violated. The Department of Public Safety may reinstate service following such instances upon receipt of satisfactory assurances that such violations have been corrected.

All costs for reconnection service are the responsibility of the Agency. The Department of Public Safety shall have the authority to inspect and audit the equipment, records, and operations of the Agency to determine compliance.

15. Either the Department of Public Safety or the Agency may, upon 30 days’ notice, in writing, discontinue service.

16. The Agency is subject to audit by the following to ensure the Agency is in compliance with this TLETS Agency/Equipment Agreement, including all applicable rules, policies and procedures: Texas Department of Public Safety, the Federal Bureau of Investigation and any authorized agent or representative of the Texas Department of Public Safety or the Federal Bureau of Investigation.

17. The Agency will be responsible for the physical security of all DPS supplied equipment. The Agency Administrator, who executes this agreement, will also execute an equipment receipt form at the time of the equipment installation or at the time of the execution of this agreement if the equipment has already been installed.

18. This Agreement will become effective on ________________________________

In WITNESS WHEREOF, the parties hereto caused this Agreement to be executed by the proper officers and officials.

TEXAS DEPARTMENT OF PUBLIC SAFETY  AGENT ADMINISTRATOR

By __________________________  By __________________________

Title __________________________  Title __________________________

Director

Date __________________________  Date __________________________
## TCIC/TLETS Contact Information

<table>
<thead>
<tr>
<th>Area</th>
<th>E-mail/Phone</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>TCIC/TLETS Online Testing</strong></td>
<td><a href="http://www.tlets.dps.texas.gov/OMNIXX5/desktop">www.tlets.dps.texas.gov/OMNIXX5/desktop</a></td>
</tr>
<tr>
<td>Online Retesting for Existing Users</td>
<td></td>
</tr>
<tr>
<td><strong>TLETS/TCIC Training</strong></td>
<td></td>
</tr>
<tr>
<td>• New User Request Form</td>
<td>TCIC Online</td>
</tr>
<tr>
<td>• Associate Trainer Reports</td>
<td><a href="http://www.dps.texas.gov/tcic2000project">www.dps.texas.gov/tcic2000project</a></td>
</tr>
<tr>
<td>• NCIC Operating &amp; Code Manuals</td>
<td>User Name: tcic2000</td>
</tr>
<tr>
<td>• TCIC Training Handbooks</td>
<td>Password: DPSTCIC7#</td>
</tr>
<tr>
<td>• TLETS Operating Manual</td>
<td><a href="mailto:tcic.training@dps.texas.gov">tcic.training@dps.texas.gov</a></td>
</tr>
<tr>
<td>• TXGang Training</td>
<td>512-424-2832</td>
</tr>
<tr>
<td><strong>TCIC Control Room</strong></td>
<td></td>
</tr>
<tr>
<td>• Entry Procedures/Problems</td>
<td><a href="mailto:tcic.controlroom@dps.texas.gov">tcic.controlroom@dps.texas.gov</a></td>
</tr>
<tr>
<td>• Hit Confirmation Requests</td>
<td>512-424-2088 / 866-266-8242</td>
</tr>
<tr>
<td>• Record Validations</td>
<td>Fax 512-424-2748 (Available 24/7)</td>
</tr>
<tr>
<td>• Child Safety Check Alert Entry</td>
<td></td>
</tr>
<tr>
<td><strong>TCIC Audit</strong></td>
<td><a href="mailto:tcic.audit@dps.texas.gov">tcic.audit@dps.texas.gov</a></td>
</tr>
<tr>
<td>• Preparing for TCIC Audits</td>
<td>512-424-2809</td>
</tr>
<tr>
<td>• TLETS Agency/Equipment Agreements</td>
<td></td>
</tr>
<tr>
<td><strong>TCIC System &amp; Quality Control</strong></td>
<td><a href="mailto:tcicqc@dps.texas.gov">tcicqc@dps.texas.gov</a></td>
</tr>
<tr>
<td>• System Management</td>
<td><a href="mailto:txgang@dps.texas.gov">txgang@dps.texas.gov</a></td>
</tr>
<tr>
<td>• Offline Searches</td>
<td></td>
</tr>
<tr>
<td>• Requesting New ORI’s</td>
<td></td>
</tr>
<tr>
<td>• ORI Validations</td>
<td></td>
</tr>
<tr>
<td>• LP Readers for Patrol Vehicles</td>
<td></td>
</tr>
<tr>
<td>• TXGang Applications &amp; Access</td>
<td></td>
</tr>
<tr>
<td><strong>TLETS</strong></td>
<td><a href="mailto:TLETS@dps.texas.gov">TLETS@dps.texas.gov</a></td>
</tr>
<tr>
<td>• New Agency Membership</td>
<td></td>
</tr>
<tr>
<td>• Violations or System Abuse</td>
<td></td>
</tr>
<tr>
<td><strong>Operations Information Center (OIC)</strong></td>
<td>888-DPS-OICO</td>
</tr>
<tr>
<td>• Terminal Troubleshooting</td>
<td>800-63-TLETS</td>
</tr>
<tr>
<td><strong>CJIS Security Information</strong></td>
<td></td>
</tr>
<tr>
<td>• Terminal Security Reviews</td>
<td><a href="mailto:security.committee@dps.texas.gov">security.committee@dps.texas.gov</a></td>
</tr>
<tr>
<td>• User Security Reviews</td>
<td>512-424-5686</td>
</tr>
<tr>
<td>• Terminal Moves/Changes</td>
<td></td>
</tr>
</tbody>
</table>
Section 2: Operating the System

By the end of this training session, the student will be able to:

- Demonstrate how to log onto the OMNIXX system.
- Identify the parts of the OMNIXX Force screen and their functions.
- List the different ways to access OMNIXX inquiry and message forms.
- Give examples of the menus used in OMNIXX inquiries and messages.
- Identify the inquiry and message forms edit features.
- List the different ways to access the OMNIXX Message Window.
- Locate the parts of the OMNIXX message window and their match functions.
- Explain the function and use of the OMNIXX message log.
- Identify the elements of output headers.
- Explain the importance of the ORION file to obtain an agency’s ORI and the procedure for obtaining that agency’s contact information.
- Describe the process for modifying an agency’s contact information.
- Restate the function and use of the TLETS and Nlets Help files.
Operating the System

Logging onto OMNIXX
The OMNIXX Login screen allows the user to enter the information listed below. All of the information is saved by the system (except password). The information will not have to be entered every time you login to the OMNIXX Desktop. Any user not having an OMNIXX user ID should contact your agency’s Terminal Agency Coordinator (TAC).

<table>
<thead>
<tr>
<th>User Name</th>
<th>Enter User Name</th>
</tr>
</thead>
<tbody>
<tr>
<td>Password</td>
<td>Enter Password</td>
</tr>
<tr>
<td>Agency</td>
<td>Enter TLETS</td>
</tr>
<tr>
<td>Validation Code</td>
<td>Enter the terminal mnemonic if logging into Force, otherwise leave it blank</td>
</tr>
<tr>
<td>New Password</td>
<td>Enter a new password if wishing to change your current password</td>
</tr>
<tr>
<td>Confirm</td>
<td>Re-enter new password to confirm</td>
</tr>
<tr>
<td>OMNIXX Path</td>
<td>Enter C:\TLETS\</td>
</tr>
</tbody>
</table>

After all the information is entered, click the **Click to Login** button to begin the process. OMNIXX Force will automatically terminate if the user’s login attempt is unsuccessful.

OMNIXX Certifications
Once the user is logged on to the OMNIXX Desktop screen, the OMNIXX Certifications screen is displayed automatically.

<table>
<thead>
<tr>
<th>User Name</th>
<th>Name of the user currently logged onto the OMNIXX Desktop.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Agency</td>
<td>Identifier for agency the current user is assigned to.</td>
</tr>
<tr>
<td>Certification</td>
<td>The certifications currently assigned to the user.</td>
</tr>
<tr>
<td>Status</td>
<td>The current status of each certification assigned to the user. The certification may be active or disabled.</td>
</tr>
<tr>
<td>Expiration Date</td>
<td>Date each certification expires for the current user. This date alerts the user to plan for mandatory re-certification testing for each expired certification.</td>
</tr>
</tbody>
</table>

To exit the OMNIXX Certifications screen, click the **Close** button or the small button in the upper right-hand corner of the screen.

Once logged into the OMNIXX Desktop, the user has access to all of the OMNIXX applications authorized to use, without having to login to each program individually.
OMNIXX Desktop

**OMNIXX Force Browser**

OMNIXX Force Browser provides authorized TLETS users the ability to query, enter or update state and national databases and exchange messages with other users via the message broker. OMNIXX Force Browser is a browser-based law enforcement application that includes a persistent connection to the message broker for timely delivery of messages.

**OMNIXX Trainer**

OMNIXX Trainer provides certification training and retesting that is fully integrated with OMNIXX Force user applications. By using OMNIXX Trainer, students can review the current status of their individual certifications, take initial or refresher training courses and access tests to earn or renew their certifications. Once a student passes a certification test and accepts the test results, the results are posted to their user record allowing continued access to OMNIXX Force transactions related to that certification. The message switch allows the user to access those transactions.

**OMNIXX Console**

OMNIXX Console allows Subagency User (SAGY) to maintain database records for their subagency users and devices. It allows authorized administrators to update the OMNIXX database by modifying or disabling users and resetting passwords.

Each agency should assign at least one Subagency User (SAGY) access to OMNIXX Console. To request access, an email should be sent from the agency administrator (chief, sheriff, etc.) with the following information to tlets_order_center@dps.texas.gov.

- User Name
- OMNIXX User ID
- User Email
- ORI
- Agency Name
- Agency Telephone Number

Clicking on the OMNIXX Force icon will synchronize with the OMNIXX Application Repository to ensure that the terminal has the most current version of all transaction formats and support documents available. If any older versions are found, they are automatically updated to show the most current version.

Once synchronization with the OMNIXX Application Repository is complete, the OMNIXX Force application window is displayed and the user can begin running transactions.
OMNIXX Force Elements

Several parts of the OMNIXX™ Force screen that users should be familiar with include: Title Bar, Menu Bar, Tool Bar, Command Bar, Status Bar, and Connection Indicator.

OMNIXX Menu Bar

The OMNIXX Force Menu bar, located under the Title bar, consists of the following menu items: File, Forms, Edit, Comm, Options, Tools, Windows, Links and Help. Each menu contains a drop-down list of commands that relate to the menu item. For example, to find help with an OMNIXX Force function, click the Help menu.

File Menu

The File menu contains Workspace options, Print Setup and Exit.

Workspace options allow users to save forms they routinely use which saves users from having to open all forms each time you log on.

Save Workspace allows a user to save the forms currently displayed on their screen. By selecting File then save workspace, the user creates a “snapshot” of their screen that is saved and can be reopened each time you log into OMNIXX Force. In addition, OMNIXX Force will automatically save the workspace every time you log out of the application. The file name generated for this workspace will be your OMNIXX user ID or the user can set the workspace name.
**Open Workspace** opens a dialog box for accessing workspaces that have been previously saved.

The **Print Setup** option opens the Print Setup dialog box allowing the user to enter the path of the network printer to send and print OMNIXX Force messages. The Exit command closes and exits the user from OMNIXX Force.

**Forms Menu**

All forms accessible to the user are displayed in this menu option. These forms include: Vehicles, Boats, Guns, Articles, Securities, Persons and Criminal History Record Information. Forms vary depending on the agency’s requirements and user authorization.

**Edit Menu**

The **Edit** menu offers three functions for the user. These functions include: **Cut**, **Copy** and **Paste**.

**Comm Menu**

The **Communications** menu offers the option to **Transmit** data by sending the current transaction format.

**Options Menu**

The Options menu offers five functions for the user: **Auto Switch to Message (Msg) Window**, **Auto Print**, **View Command Bar**, **Write Trace File** and **Check Form Updates**.

The **Auto Switch to Message (Msg) Window**, when enabled, will automatically open when a message is received.

When **Auto Print** is enabled, all **incoming** messages will automatically be printed without any further action from the user.

The **View Command Bar** can be used to toggle the display for the Command Bar at the bottom of the screen allowing for data transactions.

The **Write Trace File** allows the Operations Intelligence Center (OIC) personnel to troubleshoot problems in a program. By activating this feature, the source output contains trace elements used when troubleshooting issues.

By selecting the **Check For Form Updates**, OMNIXX Force will automatically query the repository for new forms and any associated items every time a form is opened, and then update these forms as needed.

**Tools Menu**

The Tools menu option offers three tools to the user. These tools include: **Synch Files with Repository**, **Message Window**, **Scrolling Message** and **Message Log**.

**Synch Files with the Repository** ensures the user that all files in the local machine match the production version in the Repository and are the most current version available. This option will delete the entire OMNIXX Force directory and re-download all files. It does not check just to see if everything is current before it updates. This tool should be used only if the system is having a problem. Click the continue button to activate this process.
The OMNIXX Force **Message Window** allows users to view all messages from the current session. Note that received messages are in blue text and sent messages are in green.

The **Scrolling Message Window** allows the user to see all messages in the message window at one time instead of viewing each message separately.

The **Message Log** feature allows the user to search and view messages sent and received during current and previous sessions of OMNIXX Force.

**Windows Menu**

The **Windows** menu option offers the user five different screen views: *Cascade, Tile Horizontally, Tile Vertically, Close* and *Close All*.

**Links Menu**

The **Links** menu provides web-based links for OMNIXX Force users, such as [http://www.Nlets.org/](http://www.Nlets.org/).

**Help Menu**

The **Help** menu provides web-based online help for OMNIXX Force users, such as:

- DPS Contact List
- DPS Training Policy
- Handgun Compact States
- Nlets Help Files
- Nlets User Guide
- Offline Search Policy
- OMNIXX Force User Guide
- Social Security Numbering Scheme
- VISA

**OMNIXX Toolbar**

The OMNIXX Force Toolbar is located directly under the Menu Bar and displays buttons for the most commonly used tools: **Cut, Copy, Paste, Print, Transmit, Message Window** and **Message Log**.

**OMNIXX Command Bar**

The Command bar is located near the bottom of the screen directly above the Status Bar. It provides quick keyboard access to OMNIXX transaction forms and exiting the program.

**Opening a Transaction Format Using the Command Bar**

1. Type the letters “TF” inside the Command Bar followed by a space.
2. Enter the Message Key of the desired transaction format.
3. Press the ENTER key.
4. If a valid Message Key is entered, OMNIXX Force searches for and displays the correct transaction format.
5. An error message is displayed for an invalid command.
Exiting OMNIXX Force Using the Command Bar

1. Type the word “Exit” inside the Command Bar.
2. Press the ENTER key.
3. A confirmation box is displayed.
4. Click Yes to exit or No to continue using OMNIXX Force.

Status Bar

The Status bar, located at the bottom of the screen under the Command bar, provides information regarding the current status of the user’s terminal as shown in the figure below.

<table>
<thead>
<tr>
<th>A</th>
<th>B</th>
<th>C</th>
<th>D</th>
<th>E</th>
<th>F</th>
<th>G</th>
</tr>
</thead>
<tbody>
<tr>
<td>FOX-PRIM</td>
<td>T</td>
<td>M380</td>
<td>JC16813</td>
<td>LOG</td>
<td>0 Message</td>
<td>11:07</td>
</tr>
</tbody>
</table>

The following are examples of items found on the Status bar:

- **A** Switch Name: Switch Indicator; green for connected or red for disconnected.
- **B** Trace File Indicator: Allows user to toggle the trace function on/off.
- **C** Device ID: Mnemonic or device name of the machine.
- **D** User Name: User ID of the current user.
- **E** Message Log: Quick access to the Message Log
- **F** Message Count: Displays the number of unread messages in the Message Window.
- **G** Time: Displays the current system time.

Closing OMNIXX Force

The user has four methods for exiting the OMNIXX Force application:

1. Click on the **File** menu option located on the Menu Bar at the top of the OMNIXX Force screen. After the drop-down list is displayed, click the **Close** menu item to close OMNIXX Force.
2. Close and exit the OMNIXX Force by clicking the small **X** button in the upper right-hand corner of the screen.
3. Entering the word “Exit” in the Command Line located at the bottom left corner of the screen to close and exit OMNIXX Force.
4. To exit the OMNIXX Desktop, click the OMNIXX icon. This icon is accessible from the OMNIXX Desktop logon screen.
Elements of a Transaction Format

The transaction format includes fields and groups. A **Field** is a single text box used for entering information. A **Group** is a collection of related fields in an OMNIXX Force transaction format. A format can consist of one or more groups.

**Mandatory Field** is a field that must be completed by the user in order to transmit an OMNIXX Force transaction format. Blue underlined text is used for the field label in a mandatory field. If a mandatory field is incomplete, an error message is displayed when the user attempts to transmit the form.

**Required Field** is a field that requires that at least one field must be completed by the user in order to transmit an OMNIXX Force transaction format. Green dashed underlined text is used for the field label of a required field. If one of the required fields is not completed, an error message is displayed when the user attempts to transmit the form.

**Conditional Field** is a field that is unavailable until the primary data field is selected then becomes mandatory. Red strike through text is used for the field label on a conditional field.

**Conditional/Required Field** is a field that becomes required once the initial conditional field has been used. Brown dashed underlined text is used for the field label of a conditional/required field. If the field becomes required and is incomplete, an error message is displayed when the user attempts to transmit the form.

**Additional Field** is a field that is used to pack a record with as much information as possible. Black text is used for the field label of an additional field. Users can transmit forms without completing the additional fields, but should be included in order to pack the record with all available information.

The **List Box** is a field that contains a pop-up menu of valid entries for a particular field that users can choose (i.e., NCIC codes). A user can manually type in the information or choose an item from the pop-up menu. A field that contains a list box is designated by a small box with three dots, located to the right of the field.

Some fields contain a bi-level pop-up menu. The top-pane of the menu contains a list of categories to choose from. Highlight the appropriate category and the list of possible codes for that category is displayed in the bottom pane.

The information in the lower part of the bi-level list box is listed alphabetically. To position this list, click in the lower area, type the first letter to position the list. Users can also press CTRL+ DOWN ARROW to position the list.
Control Field

The Control Field is an additional field and up to ten characters in length. It is not a mandatory field, but it allows the operator to identify the requestor of the inquiry in order for the information be directed to the appropriate person or located for future reference. The control field in return messages is the last line in the Nlets Output Message Header and will be prefixed by an asterisk*.

Nlets recommends using alphabetic and numeric characters. Additionally, special characters such as: “&”,“, $”, “/”, “+”, etc. are allowed. When inquiries are sent to Canada, the control field follows the above rules, but may not contain special characters such as: “\”, “&”, “$”, etc. or CQCU as the first four characters.

Right-Click Menu

The Edit menu option includes: Cut, Copy, Paste, Undo, Clear, Clear Group, Field Help, Mark for Deletion and Replace.

Cut, Copy and Paste allows the user quick access to the OMNIXX Force Edit Menu.

The Undo function reverses the last action to the one prior.

The Clear command clears an entire field and places the cursor at the beginning of that field.

Clear Group gives the user the ability to quickly clear all fields contained in a group on a transaction format. The user places the cursor in any field in the group that is to be cleared and then clicks the Clear Group option in the drop-down menu. OMNIXX Force deletes all information previously entered into that group and places the cursor at the beginning of the first field in that group.

Field Help is a feature of OMNIXX Force that helps define the contents of a specific field. This feature is useful when a user is entering information into a transaction format and is unfamiliar with what information needs to be entered into a particular field. The user can access Field Help and receive a dialog box displaying guidelines regarding what type of information should be entered along with the correct format.

Form Help is a feature of OMNIXX Force that displays a dialog box containing information about the currently open transaction form.

Mark for Deletion is used in a Modify format. This function inserts a “delete” token into a field. After transmitting the format, this action notifies the database that the information contained in that field is incorrect and needs to be deleted.

The Replace function opens a dialog box allowing the user to replace specific text with alternate text.
Transmitting a Transaction Form
After entering all of the mandatory information into a transaction format the user can transmit with one of the following actions:

- Click the Transmit icon on the toolbar
- Click on the Comm menu, and select Transmit
- Press CTRL + T
- Press the + key on the computer’s number pad

Conditional Mandatory Status
If a user attempts to transmit a transaction form without the mandatory or conditional fields complete, the system will identify the fields the user must complete in order to transmit the form. It will note the status of the field as “OK” or “Missing”.

OMNIxx Force Message Window, Display and Logs
It is very important that users are able to search previous messages that may have already been deleted from the Message Window. All incoming and outgoing network messages are stored in Message Logs that are stored locally on the terminal’s hard drive and can be searched to find a specific message in the event the user needs to access one of the previously deleted messages.

OMNIxx Force Message Window
The Message Window contains all sent and received messages from the current session. A session is considered to be the duration from the time the user logs on until the time the user logs off. Every time a user logs onto OMNIxx Force, the user begins with a new Message Window.

The Message Window can be accessed by:

- Message Window button on the toolbar.
- Tools Menu and then click Message Window.
- Message Counter located on the Status Bar at the bottom of the screen.
### OMNIXX Force Message Window, cont.

**A Start Date**  
The Start Date displays the date and time of the earliest message received into the Message Window. The End Date displays the date and time of the most recent message received into the Message Window.

**B Selection Checkboxes**  
Some commands allow a user to work with more than one message at a time. Enabling the selection box on a message indicates that the message is to be included in one of these commands. For example, a user may print multiple messages at once by enabling the checkbox next to several messages and then executing the Print command.

**C Message Icons**  
These icons notify the user if a message is a “Sent” or “Received” message. Received messages are *blue* text and sent messages are *green* text.  
- Notepad indicates a sent message.  
- Closed envelope indicates an unread/received message.  
- Open envelope refers to a read/received message.

**D Message Date and Time**  
The date and time the message was sent or received.

**E Message Summary Area**  
The Message Summary Area gives the user summary information regarding a particular message. The date and time of the message as well as, the type are displayed.

**F Message Type**  
Type (word text) is another indicator to the user if the message was Sent or Received.

**G The Image Indicator**  
The Image indicator informs the user if an image is associated with or embedded within that particular message: Y (Yes) or N (No).
OMNIXX Force Message Display

The Message Display consists of the following: Menu Bar, Toolbar, Message Display Window and Message Chronology. These functions help the user navigate in the Message Window.

![OMNIXX Force Message Display](image)

<p>| | | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>A</strong></td>
<td><strong>Menu Bar</strong></td>
<td>The Menu bar contains the File and Edit menus.</td>
</tr>
<tr>
<td><strong>B</strong></td>
<td><strong>Toolbar</strong></td>
<td>The Toolbar provides quick access to the functions found on the Menu bar.</td>
</tr>
</tbody>
</table>
| **C** | **Message Chronology** | This area contains information regarding the current message:  
- The ordinal number of the message in the log.  
- If the message was Sent or Received.  
- The date and time of the message.  
- The Operator, ORI and Mnemonic of the message. |
| **D** | **Message Display Window** | This area contains the actual text of the current message. |
**OMNIXX Force Message Log**

The Message Logs are held locally on the terminal’s hard drive. These logs record all messages sent and received on that particular terminal and are saved in read-only format, meaning the user cannot edit them. The Message Log allows the user to search for and view messages that were previously deleted from the Message Window. It can be accessed on the Tools Menu or the Message Log button on the Toolbar.

![Diagram of the Message Log interface](image)

**A** **Title Bar**
The Title Bar notifies the user that the currently active screen is the Message Log.

**B** **Menu Bar**
The Message Log Menu Bar contains the following two elements: the File menu (Exit) and Tools (Archive).

**C** **Search Criteria**
The user narrows the search by entering information into the Search Criteria fields.

**D** **Logs Tab**
The Logs tab allows the user to select archived logs to be included in the search. The command buttons listed below allow the user to choose the archived logs to use in a search.

**E** **Command Buttons**
Provide access to functions in the Message Log.

**F** **Message Type**
These buttons allow the user to specify the type of messages searched: Received messages only, Sent messages only or All messages.

**G** **Message Display**
All messages meeting the criteria specified by the user in the Search Criteria fields are displayed in this window.
**Forwarding a Message**

It is possible to forward a message received to another user. This function can occur from either the Message Window or the Message Log by right-clicking on the selected *Received* message. Click on the *Forward Message* menu.

**TLETS Addressing**

Each TLETS member agency has a unique four character alpha/numeric code assigned to their terminal and/or interface system. This code is called a "mnemonic address" and is used to address or direct messages to a specific terminal/interface system. Individual agencies in each state are also assigned a unique nine-character code known as the Originating Agency Identifier (ORI).

**TLETS Output Message Footer**

<table>
<thead>
<tr>
<th>Line</th>
<th>Entry</th>
<th>Explanation</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>MRI: 32264175</td>
<td>Message Routing Identifier</td>
</tr>
<tr>
<td>1</td>
<td>IN: KBFX 6 AT 27MAR2007 13:47:45</td>
<td>Sending Mnemonic, Message Number with Date and Time</td>
</tr>
<tr>
<td>2</td>
<td>OUT: JJFX 10 AT 27MARCH2007 13:47:45</td>
<td>Receiving Mnemonic, Message Number with Date and Time</td>
</tr>
</tbody>
</table>

**Nlets Addressing**

The Nlets Control Terminal Agency is each state’s Point of Entry (POE). The POE for Texas is the TLETS message switcher in Austin. All messages on Nlets must be routed using the appropriate ORI or the two-character state POE code.

**Nlets Output Message Header**

<table>
<thead>
<tr>
<th>Line</th>
<th>Entry</th>
<th>Explanation</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>AM.AZ0071100</td>
<td>Message type followed by a period and the ORI of the sending agency</td>
</tr>
<tr>
<td>2</td>
<td>09:00 6101996 00325</td>
<td>Time and date received by Nlets followed by the message number for messages received that day</td>
</tr>
<tr>
<td>3</td>
<td>09:01 6101996 00001 TXDPS0000</td>
<td>Time and date sent by Nlets followed by the message number and the number of messages sent that day to the receiving ORI</td>
</tr>
<tr>
<td>4</td>
<td>*14-1234</td>
<td>Control Field</td>
</tr>
</tbody>
</table>
Nlets ORION Directory

The Nlets ORION directory allows TLETS member agencies to obtain agency contact information from all Nlets users, including Canadian agencies. Inquiries may be made by location, ORI or federal agency ID.

An inquiry search by location will usually comprise summaries of all matching records. However if there are three or fewer matches, complete records for the matches are returned. The location can be limited, if desired, to a particular agency type. All county/military agencies will have two records, one by the county name and one by city, example: LOC/HILL COUNTY and LOC/HILLSBORO or LOC/AFO-DYESS and LOC/AFO-ABILENE

Inquiries can be retrieved by ORI. The response would consist of the complete return of all records on file for the ORI. The response to an inquiry by federal agency ID will usually comprise summaries of all matching records; however if there are three or fewer matches complete records for the matches are returned. The search can be limited, if desired, to a particular location.

Query Nlets ORION File (TQ)

Agency/Case Data
- Originating Agency Code (ORI)
- Nlets State Code (POE)

Search Data
- Inquiry Code (ORI)
- Location
- Agency Type (TYP)
- Federal Department (FED)

A complete record response includes the following:
- ORI
- Location
- Agency Name
- Type of Agency
- Address, City
- Zip Code
- Phone Numbers
- Fax Phone Numbers
- Hours of Service
- CHRI Authorization
- Record Owner
- Optional Remarks Field
- Date of Last Update

A summary response, when there are four or more matches to an inquiry, will include:
- Agency Name
- Location
- ORI
- Hours of Service
- CHRI Authorization
- Faxing Capability
- Legend of Code Interpretation

Nlets will return a "NO RECORD FOUND" message indicating no records were found.

All ORION records for Texas agencies are originally entered by the TXDPS TCIC Quality Control when an agency originally joins the TLETS system. It is the responsibility of the agency to modify the appropriate information in their records(s).
Modify Nlets ORION File (TU)

Agency/Case Data
- Originating Agency Code (ORI)
- ORI to be Modified (ORI)

Agency Data to Modify
- Location (LOC)
- Agency Name (AGY)
- Address (ADR)
- City (CIT)
- Zip Code (ZIP)
- Telephone Number (PHN)
- Alternate Phone (PH2)
- Fax Number (FXS)
- Alternate Fax (FX2)
- Hours of Service (HOS)
- Remarks (REM)

Special Options
- Control Field (CTL)

Nlets State Help Files
Nlets users can obtain information for a specific database concerning format, inquiry requirements and other information that is unique to a particular state, subject or country.

Nlets Help File (NHF)

Agency/Case Data
- Originating Agency Code (ORI)

State Help Files
- Nlets State Code (POE)
- State Help Subject

Nlets/Federal Help Files
- Nlets Help Files (NHF)

Canadian Help Files
- Canadian Province Code
- Canadian Help Subject

Mexican/Federal Commercial Driver License Help Files
- Requested Help File
Nlets General Help Files

The Nlets "general" help files are entered and updated by the Nlets operational staff and contains information pertaining to the system and states.

<table>
<thead>
<tr>
<th>Destination ORI</th>
<th>HELP Information Records</th>
</tr>
</thead>
<tbody>
<tr>
<td>FNORIHELP</td>
<td>List of the Federal codes that are converted to ORION Federal search codes in the ORION file.</td>
</tr>
<tr>
<td>NLBASHELP</td>
<td>List of states providing a boat/snowmobile HELP file on Nlets and a test record available to other users over Nlets.</td>
</tr>
<tr>
<td>NLFLYHELP</td>
<td>Information on how to submit a LEO Flying Armed message.</td>
</tr>
<tr>
<td>NLGUNUNHELP</td>
<td>List of states that support inquires to their Concealed Carry of Weapon permit (CCW) files.</td>
</tr>
<tr>
<td>NLLPRHELP</td>
<td>Information on the License Plate Reader Program.</td>
</tr>
<tr>
<td>NLNOQHELP</td>
<td>List of states that support name only driver license and vehicle registration inquiries.</td>
</tr>
<tr>
<td>NLOLNHELP</td>
<td>List of states providing automated driver license and HELP FILES over Nlets and a test record available to other users over Nlets. Also should indicate if state supports name only inquiries.</td>
</tr>
<tr>
<td>NLORIHELP</td>
<td>List of states that accept Nlets assigned &quot;S&quot;.</td>
</tr>
<tr>
<td>NLPPCHELP</td>
<td>List of states that support inquiries to their parole, probation and corrections files.</td>
</tr>
<tr>
<td>NLSIRHELP</td>
<td>List of states providing automated responses to IQ and/or FQ queries.</td>
</tr>
<tr>
<td>NLSORHELP</td>
<td>List of states that support sex offender notifications.</td>
</tr>
<tr>
<td>NLSWQHELP</td>
<td>List of states that support inquiries on state warrants.</td>
</tr>
<tr>
<td>NLTSTHELP</td>
<td>List of state test records.</td>
</tr>
<tr>
<td>NLWLQHELP</td>
<td>List of states that support Wildlife Violation transactions.</td>
</tr>
<tr>
<td>NXWTHHELP</td>
<td>Information on states that provide road/weather information on an automated and non-automated basis.</td>
</tr>
</tbody>
</table>

Additional information may be requested by sending an administrative message to the following file codes replacing state POE in place of the “XX” listed for each file code.

<table>
<thead>
<tr>
<th>Destination ORI</th>
<th>Information</th>
</tr>
</thead>
<tbody>
<tr>
<td>XXLIC0000</td>
<td>Vehicle Registration Information</td>
</tr>
<tr>
<td>XXOLN0000</td>
<td>Driver License Information</td>
</tr>
<tr>
<td>XXSIR0000</td>
<td>Criminal History Record Information (CHRI)</td>
</tr>
<tr>
<td>XXBAS0000</td>
<td>Boat and Snowmobile Information</td>
</tr>
<tr>
<td>XXADM0000</td>
<td>Federal Agency Information</td>
</tr>
</tbody>
</table>
Section 3: Driver License Databases

By the end of this training session, the student will be able to:

- Identify the types of driver’s license and identification card inquiries available through TLETS and Nlets.
- Compare the difference in the information that is included in each type of driver’s license return.
- Describe the process to check a Mexican commercial driver license and diplomatic licenses.
- Locate the Nlets state driver’s license help file.
- Explain the procedure for requesting a manual driver license check from TLETS or Nlets.
Driver License Databases

Texas Driver License and Identification Card Information

Driver license information is available through TLETS from the Texas Department of Public Safety (TxDPS) Driver License Division (DLD) database and from other states using the Nlets network. Driver License System (DLS) is the computerized system owned and maintained by the DPS.

Personal information obtained from driver license records are protected by a statute handed down by the Texas Legislature. The Motor Vehicle Records Disclosure Act (Texas Transportation Code, Section 730.004) states “Notwithstanding any other provision of law to the contrary, including Chapter 552, Government Code, except as provided by Sections 730.005-730.008, an agency may not disclose personal information about any person obtained by the agency in connection with a motor vehicle record.”

Personal information obtained from driver license records are also restricted by the Federal Driver Privacy Protection Act of 1994 (18 U.S.C. §2721 et. Seq.). There are specific exclusions in these statutes for use by law enforcement. Therefore, driver license information obtained from the TLETS system is to be used strictly for Criminal Justice and Law Enforcement purposes only and may not be disseminated to the public.

Personal information is classified as information that identifies an individual, including an individual's photograph and/or computerized image, social security number, driver identification number, name, address (but not zip code), telephone number and medical or disability information.

A motor vehicle record is any record that pertains to a motor vehicle operator's permit, motor vehicle title, motor vehicle registration or identification card issued by an agency authorized to issue an identification document.

Non-Law Enforcement Access to Texas DLS

It is a violation of the TLETS Agency Equipment Agreement for an agency to run a driver license check for insurance purposes on those who operate city or county vehicles. If a city or county needs driver license information for non-law enforcement purposes, they may contact DPS E-Commerce section at: E.Commerce@dps.texas.gov or 512-424-5967.

DPS DLD will respond to requests for information stored in the driver license record database if the requestor is eligible to receive it. The general public, tax offices, code enforcement and other non-criminal justice agencies can obtain driver license information by following other procedures as outlined by DPS. The DLD database cannot be used to verify if a person is qualified for a defensive driving course. The person is required to obtain a certified copy of a driving record directly from the Department of Public Safety.

Driver license information from other states may or may not be classified as public record information. Any non-criminal justice agency or person requesting information on obtaining DL information from another state should be directed to contact the driver licensing agency of that state.
Texas Identification Card Information

Texas Identification Cards can be obtained by almost any Texas resident, not currently issued a driver license. Texas residents can only have either a driver license or an identification card, not both. Identification card records are stored in DLS. Like the driver license, identification cards are assigned a unique eight digit number. The identification card is similar in appearance to the regular driver license with the exception that the words Identification Card are printed on the top front in bold green letters.

What is needed to obtain an ID certificate?

- Evidence of name and date of birth acceptable for an ID card (equivalent to those needed to obtain a driver license)
- No limit on age
- Must pay a fee
- No test is required
- Each person is limited to one ID card
- Expiration: Next birth date of applicant occurring 6 years after date of application
- ID cards for individuals over 60 years of age or older are non-expiring

The DLS database stores both driving records and identification cards. A search into the DLS will yield results for both driver licenses and identification cards.

Texas Driver License Inquiries

There are two types of Texas driver license inquiries: Status Check and History Check.

The Status Check provides basic information regarding the subject: name, physical description, date of birth, most recent address, mailing address, record status, operator license number, card type, license class, expiration date, restrictions, endorsements and administrative status. A few other fields will be displayed when applicable: sex offender, communication impediment, organ donor, VISA expiration date and the hazardous materials endorsement assessment. The Status Check was formerly known as the Regular Driver License Check.

The History Check provides the same information as the status check in addition to the driving history record of the individual. The history check is accessed by entering an X in the CPL field.
Texas Driver License System Basics

Name

- A search by name (NAM) matches the exact spelling of the last name and first name in the driver license record. **Soundex is not being used.**
- When searching by name (NAM), do not use a space following the comma between the last and first names.
- The middle name can be used but it will not narrow the search.
- Names containing a “-“ may be entered as LAST-LAST,FIRST or LAST LAST,FIRST or LASTLAST,FIRST.
- Inquiries made on names containing a ñ may not return DL records. They should be run using a driver license number (OLN).
- Inquiries made on individuals having a name of more than 30 characters are not currently supported through TLETS. Contact the nearest DPS Communications office or the Texas Joint Crime Information Center at 512-424-7981 for assistance.

Name Only Searches

- A search using name (NAM) alone will return a list of up to 50 possible matches including the full name, the date of birth (DOB), the card number and the city of residence.
- If the search is not successful, validate that the information supplied in the inquiry was accurate.

Date of Birth

- A search using DOB matches the exact DOB in the driver license record.

Race

<table>
<thead>
<tr>
<th>Code</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>W</td>
<td>White</td>
</tr>
<tr>
<td>B</td>
<td>Black</td>
</tr>
<tr>
<td>I</td>
<td>American Indian/Native Alaskan</td>
</tr>
<tr>
<td>A</td>
<td>Asian/Pacific Islander</td>
</tr>
<tr>
<td>O</td>
<td>Other included Multi-Racial and Hispanic Ethnicity</td>
</tr>
</tbody>
</table>

Lawful Presence Requirement

Applicants who are not United States citizens or permanent residents of the US must present proof of lawful presence before being issued an original, renewal or duplicate Texas driver license or ID card. To reduce the risk of identity theft, enhance security and protect the integrity of the licensing process, individuals must present documentation to verify their US citizenship or lawful presence status.

Once acceptable identification has been obtained, usually available electronically from the Department of Homeland Security (DHS), the individual will be issued a temporary visitor designation and status date on the face of the card. If the lawful admissions period in the U.S. expires in less than six months from the date of the application, no driver license/ID card of any status will be issued. If the applicant does not provide the necessary documentation or update the temporary visitor status date on or before the date of expiration the card is cancelled and the person may not operate a motor vehicle.

For more information: [www.dps.texas.gov/DriverLicense/LawfulStatusDLID.htm](http://www.dps.texas.gov/DriverLicense/LawfulStatusDLID.htm)
Texas Driver License Inquiry (DL)

Agency/Case Data
- **Originating Agency Code (ORI)**
- Enter X for CPL

Person Data
- **Name (NAM)**
- **Date of Birth (DOB)**

OLN Data
- **Operators License Number (OLN)**
- **Commercial Driver License (CDL)**

Image Data
- **Image Request (IMQ)**
- **Reason (RSN)**
- **Email Address (EML)**

Special Options
- **Control Field (CTL)**
Texas Driver License Returns

Driver License System responses vary depending on the type of request made and the matches in the database. The return will provide record status, administrative status and card status. The driver history record will categorize the history into Enforcement Actions, Convictions and Crash (accident) information with each category grouped together in the response. Please note that Texas DPS Driver License System postdates convictions and other items prior to the dates that the action becomes effective.

Driver License Record Status Return

SEARCH ON       TEST,MARY
NAME:           TEST,MARY,JO
DESCRIPTION:    WHITE\FEMALE\01011991\5-04\100\BROWN\BROWN
SEX OFF:        COMM IMPED: ORGAN DONOR: Y VISA EXP:
PHYSICAL ADD:   123 LIB TECH SUPP
CI/CO/ST/ZIP:   TEST,TRAVIS,TEXAS,78155,UNITED STATES
MAILING ADD:    123 LIB TECH SUPP
CI/ST/ZIP:      TEST,TEXAS,78155,UNITED STATES
REC STATUS:     ELIGIBLE
ADMIN STATUS:   CARD STATUS:
HME THR ASMT:   EXP:
CARD TYPE:      DL #: 99999999 CLASS: C TYPE: DL EXPIR DATE: 01012018
REstrictions:
ENDORSEMENTS:

EMERGENCY CONTACT INFORMATION

FIRST NAME:     MAMA
LAST NAME:      TEST
PHONE:          512-999-9999 EXT
ALT PHONE:

FIRST NAME:     PAPA
LAST NAME:      TEST
PHONE:          512-999-9998 EXT
ALT PHONE:

**** DRIVER RECORD INFORMATION IS PERSONAL INFORMATION PROTECTED UNDER THE FEDERAL DRIVER PRIVACY ACT OF 1994 (18 USC 2721, ET SEQ.) AS AMENDED AND THE MOTOR VEHICLE RECORDS DISCLOSURE ACT, TEXAS TRANSPORTATION CODE 730 *******
*********** END OF RECORD**********

MRI: XXXXXXXXXXX IN: NDLSxx XXXXXXXXX AT DDMMYYYY HH:MM:SS
OUT: XXXX 2 AT DDMMYYYY HH:MM:SS
<table>
<thead>
<tr>
<th>Information on Return:</th>
<th>Explanation:</th>
</tr>
</thead>
<tbody>
<tr>
<td>NAME: TEST, MARY, JO</td>
<td>Last, First, Middle name of record holder</td>
</tr>
<tr>
<td>DESCRIPTION: WHITE\FEMALE\01011961\5-04\100\ BROWN\BROWN</td>
<td>Personal descriptors of Record Holder: Race\Sex\DOB\Height\Weight\Hair Color\Eye Color</td>
</tr>
<tr>
<td>SEX OFF: COMM IMPED: ORGAN DONOR: VISA EXP:</td>
<td>SEX OFF: Sex Offender indicates whether the subject is a convicted sex offender. This field will contain Y if Yes and N if No and will be blank if unknown.</td>
</tr>
<tr>
<td></td>
<td>COMM IMPED: Comm Imped indicates whether the subject has a Communication Impediment. This field will contain Y if Yes and N when No and will be blank if unknown.</td>
</tr>
<tr>
<td></td>
<td>ORGAN DONOR: Organ Donor indicates whether the subject has designated their desire to be an organ donor. This field will contain Y if Yes and N when No and will be blank if unknown.</td>
</tr>
<tr>
<td></td>
<td>VISA EXP: Visa Expired, if non-blank indicates the date the subject’s VISA expires.</td>
</tr>
<tr>
<td>PHYSICAL ADD: 123 LIB TECH SUPP CI/CO/ST/ZIP: TEST, TRAVIS, TEXAS, 78155</td>
<td>PHYSICAL ADDRESS and MAILING ADDRESS for Record Holder</td>
</tr>
<tr>
<td>MAILING ADD: 123 LIB TECH SUPP CI/ST/ZIP: TEST, TEXAS, 78155</td>
<td></td>
</tr>
<tr>
<td>REC STATUS: ELIGIBLE</td>
<td>Indicates a person’s eligibility to renew their DL.</td>
</tr>
<tr>
<td></td>
<td>ELIGIBLE – The subject is eligible to renew; there are no active enforcement actions. This record status does not indicate that the subject has a valid Driver License, only that they are eligible.</td>
</tr>
<tr>
<td></td>
<td>ELIGIBLE NON CDL – NOT ELIGIBLE CDL – The subject is eligible to renew non-commercial vehicles but currently is disqualified to have a Commercial Driver License.</td>
</tr>
<tr>
<td></td>
<td>NOT ELIGIBLE – The subject is not eligible to renew and has an active enforcement action.</td>
</tr>
<tr>
<td>ADMIN STATUS:</td>
<td>ADMINISTRATIVE STATUS provides information about the driver, but does not have any effect on the person’s eligibility to drive.</td>
</tr>
<tr>
<td></td>
<td>Examples of Administrative Status:</td>
</tr>
<tr>
<td></td>
<td>Prove Identity, Possible Fraud</td>
</tr>
<tr>
<td></td>
<td>Licensed in Another State/Jurisdiction</td>
</tr>
<tr>
<td></td>
<td>Reported Deceased</td>
</tr>
<tr>
<td></td>
<td>Occupational License Cancelled</td>
</tr>
<tr>
<td>Information on Return:</td>
<td>Explanation:</td>
</tr>
<tr>
<td>-----------------------</td>
<td>--------------</td>
</tr>
<tr>
<td><strong>CARD STATUS:</strong></td>
<td><strong>CARD STATUS</strong> provides information about the Driver License, ID card or Occupational License. Card Status does not affect a person’s eligibility to drive.</td>
</tr>
<tr>
<td></td>
<td>Examples of Card Status:</td>
</tr>
<tr>
<td></td>
<td>Verify Issue Former State</td>
</tr>
<tr>
<td></td>
<td>Voluntary Surrender</td>
</tr>
<tr>
<td></td>
<td>Returned By Post Office</td>
</tr>
<tr>
<td></td>
<td>Denied Waiver</td>
</tr>
<tr>
<td></td>
<td>Revoked Sex Offender</td>
</tr>
<tr>
<td></td>
<td>Voluntary Surrender CSO</td>
</tr>
<tr>
<td></td>
<td>Waiver Needed</td>
</tr>
<tr>
<td></td>
<td>Required Downgrade</td>
</tr>
<tr>
<td><strong>HME THR ASMT: EXP:</strong></td>
<td><strong>HME THR ASMT</strong> reflects the subject’s assessment when they carry the Hazardous materials endorsement. Value will be Approved or Denied. If approved, the expiration date will be included.</td>
</tr>
<tr>
<td><strong>CARD TYPE:</strong></td>
<td><strong>CARD TYPE:</strong></td>
</tr>
<tr>
<td><strong>DL #: 99999999 CLASS: C</strong></td>
<td>DL Driver License</td>
</tr>
<tr>
<td></td>
<td>ID Identification Card</td>
</tr>
<tr>
<td></td>
<td>OCC Occupational Driver License</td>
</tr>
<tr>
<td></td>
<td>CDL Commercial Driver License</td>
</tr>
<tr>
<td></td>
<td>Commercial Driver License (CDL) is required if:</td>
</tr>
<tr>
<td></td>
<td>• Gross Combination Weight Rating (GCWR) is 26,001 lbs. or more and the towed unit exceeds 10,000 lbs. GVWR, or if towing unit GVWR is 26,001 lbs. or more.</td>
</tr>
<tr>
<td></td>
<td>• The single vehicle with GVWR of 26,001 lbs. or more</td>
</tr>
<tr>
<td></td>
<td>• The Vehicle is designed to transport more than 16 passengers (including driver)</td>
</tr>
<tr>
<td><strong>CLASS A</strong></td>
<td>CLASS A – Any combination of vehicles with a GCWR of 26,001 or more pounds provided the GVWR of the vehicle(s) being towed is in excess of 10,000 pounds. (Holders of a Class A may, with any appropriate endorsements, operate all Class B and C vehicles.)</td>
</tr>
<tr>
<td><strong>CLASS B</strong></td>
<td>CLASS B – Any single vehicle with a GVWR of 26,001 or more pounds, or any such vehicle designed to transport 24 or more passengers including the driver. (Holders of a Class B license may, with any appropriate endorsements, operate all Class C vehicles.)</td>
</tr>
<tr>
<td><strong>CLASS C</strong></td>
<td>CLASS C – Any single vehicle or combination of vehicles that does not meet the definition of Class A or Class B, but that either is designed to transport 16 or more passengers including the driver or is placarded for hazardous materials.</td>
</tr>
<tr>
<td><strong>CLASS M</strong></td>
<td>CLASS M – Any motorcycle or moped.</td>
</tr>
<tr>
<td></td>
<td>*Persons holding a Class B or C license may tow a farm trailer GVWR up to 20,001 lbs.</td>
</tr>
<tr>
<td><strong>EXPIR DATE</strong></td>
<td><strong>EXPIR DATE</strong> is the date of expiration for the card. EXPIR listed as 9999 is a non-expiring ID. If no EXPIR listed, it is not a valid license.</td>
</tr>
<tr>
<td>Information on Return:</td>
<td>Explanation:</td>
</tr>
<tr>
<td>------------------------</td>
<td>--------------</td>
</tr>
<tr>
<td><strong>Restrictions:</strong></td>
<td>Lists the <strong>Restrictions</strong> that the record holder must follow. See page XX.</td>
</tr>
<tr>
<td><strong>Endorsements:</strong></td>
<td>Lists the CDL <strong>Endorsements</strong> that the record holder has:</td>
</tr>
<tr>
<td></td>
<td>H - Hazardous materials: CDL only</td>
</tr>
<tr>
<td></td>
<td>T - Double or triple trailer</td>
</tr>
<tr>
<td></td>
<td>P - Passenger: CDL only</td>
</tr>
<tr>
<td></td>
<td>S - School Bus: CDL only</td>
</tr>
<tr>
<td></td>
<td>N - Tank Vehicle: CDL only</td>
</tr>
<tr>
<td></td>
<td>X - Combination N and H: CDL only</td>
</tr>
</tbody>
</table>

**Emergency Contact Information**

<table>
<thead>
<tr>
<th>First Name: MAMA</th>
<th>Last Name: TEST</th>
<th>Phone: 512-999-9999 EXT</th>
<th>Alt Phone: EXT</th>
</tr>
</thead>
<tbody>
<tr>
<td>First Name: PAPA</td>
<td>Last Name: TEST</td>
<td>Phone: 512-999-9998 EXT</td>
<td>Alt Phone: EXT</td>
</tr>
</tbody>
</table>

The Transportation Code requires DPS to maintain **Emergency Contact Information** identified by the holder of a DL/ID to be contacted if they are injured or die in or as the result of a vehicular accident or another emergency situation.

The information is confidential and may only be disseminated to a Peace Officer in this or another state.

**MRI: Message Routing Identifier**

**IN:** Responding Database Mnemonic

**AT:** Day\Month\Year Hour\Minute\Seconds

**OUT:** Receiving Terminal Mnemonic

**AT:** Day\Month\Year Hour\Minute\Seconds
Driver License Record History Return

NAME: TEST, MARY, JO
DESCRIPTION: WHITE; FEMALE; 01011961; 5-04; 100; BROWN; BROWN
SEX OFF: COMM IMPED; ORGAN DONOR; VISA EXP:
PHYSICAL ADD: 123 LIB TECH SUPP
CI/CO/ST/ZIP: TEST, TRAVIS, TEXAS, 78155, UNITED STATES
MAILING ADD: 123 LIB TECH SUPP
CI/ ST/ ZIP: TEST, TRAVIS, TEXAS, 78155
REC STATUS: NOT ELIGIBLE
ADMIN STATUS:
CARD STATUS:
HME THR ASMT: EXP:
CARD TYPE: DL #: 11111111 CLASS: A TYPE: CDL EXPIR DATE: 07272018
RESTRICTIONS: A WITH CORRECTIVE LENSES
ENDORSEMENTS: N TANK VEHICLE

ENFORC ACTN: DISQUALIFIED - SUBSEQUENT CMV CONVICTION
STATUS: ACTIVE BEGIN DT: 03062009 END DT: 12319999 LIFT DT: STATE: TX

ENFORC ACTN: DEPT SUSPENSION - DWI
STATUS: ACTIVE BEGIN DT: 02212009 END DT: 02202010 LIFT DT: STATE: TX

ENFORC ACTN: DISQUALIFIED - DWI - CMV AND/OR CDL
STATUS: ACTIVE BEGIN DT: 01302009 END DT: 01292010 LIFT DT: STATE: TX

ENFORC ACTN: SR SUSPENSION - MANDATORY CONVICTION
STATUS: ACTIVE BEGIN DT: 07122008 END DT: 07122009 LIFT DT: STATE: TX

ENFORC ACTN: MANDATORY SUSPENSION - INTOXICATION MANSLAUGHTER
STATUS: ACTIVE BEGIN DT: 07122008 END DT: 07122009 LIFT DT: STATE: TX

CONVICTION: INTOXICATION MANSLAUGHTER
OFF DT: 06102008 CONV DT: 05302008
OFFENSE LOC: , CAMERON CMV: Y HAZMAT: N

CONVICTION: DRIVING WHILE INTOXICATED
OFF DT: 01012007 CONV DT: 01052007
OFFENSE LOC: TX, TRAVIS CMV: N HAZMAT: N

CONVICTION: UNSAFE CONDITION OF VEHICLE (NO SPECIFIED COMPONENT)
OFF DT: 08302006 CONV DT: 10172006
OFFENSE LOC: AL, 064089338V0152867 CMV: Y HAZMAT: N

CONVICTION: DISREGARDED SIGNAL AT RAILROAD CROSSING
OFF DT: 05052006 CONV DT: 05152006
OFFENSE LOC: TX, TARRANT CMV: N HAZMAT: N

CRASH DT: 06092007 CRASH LOC: CRASH #: 12345
SEVERITY: FATAL CMV: Y HAZMAT: Y
******** END OF RECORD********
MRI: XXXXXXXXXX IN: NDLS xx XXXXXXXX AT DD MMM YYYY HH:MM:SS
OUT: XXXX 2 AT DD MMM YYYY HH:MM:SS
<table>
<thead>
<tr>
<th>Information on Return:</th>
<th>Explanation:</th>
</tr>
</thead>
<tbody>
<tr>
<td>NAME: TEST, MARY, JO</td>
<td>Last, First, Middle name of record holder</td>
</tr>
<tr>
<td>DESCRIPTION: WHITE\FEMALE\01011961\5-04\100\ BROWN\BROWN</td>
<td>Personal descriptors of Record Holder: Race\Sex\DOB\Height\Weight\Hair Color\Eye Color</td>
</tr>
<tr>
<td>SEX OFF: COMM IMPED: ORGAN DONOR: VISA EXP:</td>
<td></td>
</tr>
<tr>
<td>SEX OFF: Sex Offender indicates whether the subject is a convicted sex offender. This field will contain Y if Yes and N if No and will be blank if unknown.</td>
<td></td>
</tr>
<tr>
<td>COMM IMPED: Comm Imped indicates whether the subject has a Communication Impediment. This field will contain Y if Yes and N when No and will be blank if unknown.</td>
<td></td>
</tr>
<tr>
<td>ORGAN DONOR: Organ Donor indicates whether the subject has designated their desire to be an organ donor. This field will contain Y if Yes and N when No and will be blank if unknown.</td>
<td></td>
</tr>
<tr>
<td>VISA EXP: Visa Expired, if non-blank indicates the date the subject’s VISA expires.</td>
<td></td>
</tr>
<tr>
<td>PHYSICAL ADD: 123 LIB TECH SUPP CI/CO/ST/ZIP: TEST,TRAVIS,TEXAS,78155</td>
<td>PHYSICAL ADDRESS and MAILING ADDRESS for Record Holder</td>
</tr>
<tr>
<td>MAILING ADD: 123 LIB TECH SUPP CI/ST/ZIP: TEST,TEXAS,78155</td>
<td></td>
</tr>
<tr>
<td>REC STATUS: ELIGIBLE</td>
<td>Indicates a person’s eligibility to renew their DL.</td>
</tr>
<tr>
<td>ELIGIBLE – The subject is eligible to renew; there are no active enforcement actions. This record status does not indicate that the subject has a valid Driver License, only that they are eligible.</td>
<td></td>
</tr>
<tr>
<td>ELIGIBLE NON CDL – NOT ELIGIBLE CDL – The subject is eligible to renew non-commercial vehicles but currently is disqualified to have a Commercial Driver License.</td>
<td></td>
</tr>
<tr>
<td>NOT ELIGIBLE – The subject is not eligible to renew and has an active enforcement action.</td>
<td></td>
</tr>
<tr>
<td>ADMIN STATUS: ADMINISTRATIVE STATUS provides information about the driver, but does not have any effect on the person’s eligibility to drive.</td>
<td></td>
</tr>
<tr>
<td>Examples of Administrative Status: Prove Identity, Possible Fraud Licensed in Another State/Jurisdiction Reported Deceased Occupational License Cancelled</td>
<td></td>
</tr>
<tr>
<td>Information on Return:</td>
<td>Explanation:</td>
</tr>
<tr>
<td>------------------------</td>
<td>--------------</td>
</tr>
<tr>
<td><strong>CARD STATUS:</strong></td>
<td><strong>CARD STATUS</strong> provides information about the Driver License, ID card or Occupational License. Card Status does not affect a person’s eligibility to drive.</td>
</tr>
<tr>
<td></td>
<td>Examples of Card Status:</td>
</tr>
<tr>
<td></td>
<td>Verify Issue Former State                Revoked Sex Offender</td>
</tr>
<tr>
<td></td>
<td>Voluntary Surrender                    Voluntary Surrender CSO</td>
</tr>
<tr>
<td></td>
<td>Returned By Post Office                 Waiver Needed</td>
</tr>
<tr>
<td></td>
<td>Denied Waiver                          Required Downgrade</td>
</tr>
<tr>
<td><strong>HME THR ASMT: EXP:</strong></td>
<td><strong>HME THR ASMT</strong> reflects the subject’s assessment when they carry the Hazardous materials endorsement. Value will be Approved or Denied. If approved, the expiration date will be included.</td>
</tr>
<tr>
<td><strong>CARD TYPE:</strong> DL #: 99999999 CLASS: C</td>
<td><strong>CARD TYPE:</strong></td>
</tr>
<tr>
<td><strong>TYPE:</strong> DL EXPIR DATE: 01012014</td>
<td>DL Driver License</td>
</tr>
<tr>
<td></td>
<td>ID Identification Card</td>
</tr>
<tr>
<td></td>
<td>OCC Occupational Driver License</td>
</tr>
<tr>
<td></td>
<td>CDL Commercial Driver License</td>
</tr>
<tr>
<td></td>
<td>Commercial Driver License (CDL) is required if:</td>
</tr>
<tr>
<td></td>
<td>- Gross Combination Weight Rating (GCWR) is 26,001 lbs. or more and the towed unit exceeds 10,000 lbs. GVWR, or if towing unit GVWR is 26,001 lbs. or more.</td>
</tr>
<tr>
<td></td>
<td>- The single vehicle with GVWR of 26,001 lbs. or more</td>
</tr>
<tr>
<td></td>
<td>- The Vehicle is designed to transport more than 16 passengers (including driver)</td>
</tr>
<tr>
<td></td>
<td>CLASS A – Any combination of vehicles with a GCWR of 26,001 or more pounds provided the GVWR of the vehicle(s) being towed is in excess of 10,000 pounds. (Holders of a Class A may, with any appropriate endorsements, operate all Class B and C vehicles.)</td>
</tr>
<tr>
<td></td>
<td>CLASS B – Any single vehicle with a GVWR of 26,001 or more pounds, or any such vehicle designed to transport 24 or more passengers including the driver. (Holders of a Class B license may, with any appropriate endorsements, operate all Class C vehicles.)</td>
</tr>
<tr>
<td></td>
<td>CLASS C – Any single vehicle or combination of vehicles that does not meet the definition of Class A or Class B, but that either is designed to transport 16 or more passengers including the driver or is placarded for hazardous materials.</td>
</tr>
<tr>
<td></td>
<td>CLASS M – Any motorcycle or moped.</td>
</tr>
<tr>
<td></td>
<td>*Persons holding a Class B or C license may tow a farm trailer GVWR up to 20,001 lbs.</td>
</tr>
<tr>
<td><strong>EXPIR DATE</strong></td>
<td><strong>EXPIR DATE</strong> is the date of expiration for the card. EXPIR listed as 9999 is a non-expiring ID. If no EXPIR listed, it is not a valid license.</td>
</tr>
<tr>
<td>Information on Return:</td>
<td>Explanation:</td>
</tr>
<tr>
<td>-----------------------</td>
<td>-------------</td>
</tr>
<tr>
<td><strong>RESTRICTIONS:</strong></td>
<td>Lists the <strong>RESTRICTIONS</strong> that the record holder must follow. See page XX.</td>
</tr>
<tr>
<td><strong>ENDORSEMENTS:</strong></td>
<td>Lists the CDL <strong>ENDORSEMENTS</strong> that the record holder has:</td>
</tr>
<tr>
<td></td>
<td>H - Hazardous materials: CDL only</td>
</tr>
<tr>
<td></td>
<td>T - Double or triple trailer</td>
</tr>
<tr>
<td></td>
<td>P - Passenger: CDL only</td>
</tr>
<tr>
<td></td>
<td>S - School Bus: CDL only</td>
</tr>
<tr>
<td></td>
<td>N - Tank Vehicle: CDL only</td>
</tr>
<tr>
<td></td>
<td>X - Combination N and H: CDL only</td>
</tr>
<tr>
<td><strong>ENFORC ACTN:</strong></td>
<td><strong>ENFORC ACTN:</strong></td>
</tr>
<tr>
<td><strong>DISQUALIFIED</strong></td>
<td>Describes an enforcement action, such as a driver license suspension, that has been imposed on the subject including the location (STATE) that the action was imposed.</td>
</tr>
<tr>
<td><strong>SUBSEQUENT CMV CONVICTION</strong></td>
<td>Together with the <strong>STATUS, ACTIVE BEGIN DT, END DT, and LIFT DT</strong>, this field will fully describe the enforcement action. The status will indicate whether a particular action is pending, active, lifted or expired. The begin date will indicate the date the enforcement action is to begin.</td>
</tr>
<tr>
<td><strong>STATUS:</strong> ACTIVE Begin DT: 03062009 END DT: 12319999 LIFT DT: STATE: TX</td>
<td><strong>The ending date for an enforcement action that contains the value “12-31-9999” indicates that the enforcement action is indefinite. Once the subject meets required compliances, the EA status will be updated and will be set to “lifted” and the lift date will be populated.</strong></td>
</tr>
<tr>
<td><strong>CONVICTION:</strong> INTOXICATION MANSLAUGHTER</td>
<td><strong>CONVICTION</strong></td>
</tr>
<tr>
<td>OFF DT: 06102008 CONV DT: 05302008</td>
<td>Conviction describes the subject’s driving convictions including the offense date (OFF DT), conviction date (CONV DT) and location (OFFENSE LOC). CMV indicates whether the conviction occurred in a commercial vehicle and HAZMAT indicates if the conviction occurred while transporting hazardous materials.</td>
</tr>
<tr>
<td>OFFENSE LOC: CAMERON CMV: Y HAZMAT: N</td>
<td></td>
</tr>
<tr>
<td>Information on Return:</td>
<td>Explanation:</td>
</tr>
<tr>
<td>------------------------</td>
<td>-------------</td>
</tr>
</tbody>
</table>
| CRASH DT: 06092007 CRASH LOC: CRASH#: 12345 SEVERITY: FATAL CMV: Y HAZMAT: Y | **CRASH**  
Crash information describes the subject’s accidents. Included are crash date (CRASH DT), crash location (CRASH LOC), crash number (CRASH#) and Severity (SEVERITY). CMV indicates whether the accident occurred in a commercial vehicle and HAZMAT indicates if the accident occurred while transporting hazardous materials. |
| EMERGENCY CONTACT INFORMATION | The Transportation Code requires DPS to maintain EMERGENCY CONTACT INFORMATION identified by the holder of a DL/ID to be contacted if they are injured or die in or as the result of a vehicular accident or another emergency situation. The information is confidential and may only be disseminated to a Peace Officer in this or another state. |
| FIRST NAME: MAMA  
LAST NAME: TEST  
PHONE: 512-999-9999 EXT  
ALT PHONE: EXT | MRI: Message Routing Identifier  
IN: Responding Database Mnemonic  
AT: Day\Month\Year Hour\Minute\Seconds  
OUT: Receiving Terminal Mnemonic  
AT: Day\Month\Year Hour\Minute\Seconds |
| FIRST NAME: PAPA  
LAST NAME: TEST  
PHONE: 512-999-9998 EXT  
ALT PHONE: EXT | MRI: XXXXXXXXXX IN: NDLSX  
XXXXXXXX AT DDMMMYYYY HH:MM:SS  
OUT: XXXX 2 AT DDMMMYYYY HH:MM:SS |
### Commercial Driver License Record Status Return

**NAME:** TEST, MARK, JO  
**DESCRIPTION:** OTHER, MALE:07131976/5-08/247/BLACK/BROWN  
**SEX OFF:** N  
**COMM IMPED:** N  
**ORGAN DONOR:** N  
**VISA EXP:**  
**PHYSICAL ADD:** 123 LIB TECH SUPP  
**CI/CO/ST/ZIP:** TEST, TRAVIS, TEXAS, 78155, UNITED STATES  
**MAILING ADD:** 123 LIB TECH SUPP  
**CI/ST/ZIP:** TEST, TRAVIS, TEXAS, 78155  
**REC STATUS:** ELIGIBLE  
**ADMIN STATUS:**  
**CARD STATUS:**  
**HME THR ASMT:** EXP:  
**CARD TYPE:** DL #: 08765432 CLASS: A  
**TYPE:** CDL  
**EXPIR DATE:** 06122017  
**RESTRICTIONS:**  
**ENDORSEMENTS:** N TANK VEHICLE  
**ENFORC ACTN:** DISQUALIFIED - 2 SERIOUS TRAFFIC VIOLATIONS  
**STATUS:** EXPIRED BEGIN DT: 11032012 END DT: 01012013 LIFT DT: STATE: TX  
**CONVICTION:** RAN STOP SIGN  
**OFF DT:** 05062014  
**COND DT:** 05212014  
**OFFENSE LOC:** TX, PORT ARTHUR CMV: N HAZMAT: N  
**CONVICTION:** SPEEDING - SPEED LIMIT AND ACTUAL SPEED (DETAIL REQUIRED)  
**OFF DT:** 01052012  
**COND DT:** 03162012  
**OFFENSE LOC:** LA,,2666201200908 CMV: N HAZMAT: N  
**CONVICTION:** SPEEDING - SPEED LIMIT AND ACTUAL SPEED (DETAIL REQUIRED)  
**OFF DT:** 10192011  
**COND DT:** 12202011  
**OFFENSE LOC:** LA,,264111TR1586 CMV: N HAZMAT: N  
**CONVICTION:** FAIL TO CONTROL SPEED  
**OFF DT:** 05112004  
**COND DT:** 03162004  
**OFFENSE LOC:** TX, NACOGDOCHES CMV: N HAZMAT: N  
**CRASH DT:** 02142005  
**CRASH LOC:** CRASH#: 5263346  
**SEVERITY:** POSSIBLE INJURY ACCIDENT CMV: N HAZMAT: N  
**CRASH DT:** 05112004  
**CRASH LOC:** CRASH#: 4158124  
**SEVERITY:** NON-INJURY ACCIDENT CMV: N HAZMAT: N  
**CDL MEDICAL CERTIFICATE INFORMATION**  
**SELF CERT:** NON-EXCEPTED INTERSTATE  
**CERT STATUS:** CERTIFIED  
**EXAMINER NAME:** HOLT, MATTHEW, B  
**MED EXAM LIC #:** 10359  
**MED LICENSING JURISDICTION CODE:** TX  
**SPECIALTY:** AN - ADVANCED PRACTICE NURSE  
**PHONE #:** 734-085-0403  
**REGISTRY #:** 7340850403  
**CERT ISSUE DATE:** 06/01/2016  
**EXP DATE:** 09/01/2016  
**RESTRICTIONS:** DRIVER WAIVER/EXEMPT EFF DATE: EXP DATE:  
**DRIVER SKL PERF EVAL EFF DATE:** EXP DATE:  

**** DRIVER RECORD INFORMATION IS PERSONAL INFORMATION PROTECTED UNDER THE FEDERAL DRIVER PRIVACY ACT OF 1994 (18 USC 2721, ET SEQ.) AS AMENDED AND THE MOTOR VEHICLE RECORDS DISCLOSURE ACT, TEXAS TRANSPORTATION CODE 730 ****

********** END OF RECORD**********
Information on Return:

NAME: TEST, MARK, JOSEPH

DESCRIPTION: OTHER\MALE\07131976\5-08\247\BLACK\BROWN

SSN: 123-45-6789  SEX OFF:N  COMM IMPED:N  ORGAN DONOR:N  VISA EXP:

PHYSICAL ADD: 123 LIB TECH SUPP
CI/CO/ST/ZIP: TEST, TRAVIS, TEXAS, 78155, UNITED STATES
MAILING ADD: 123 LIB TECH SUPP
CI/ST/ZIP: TEST, TRAVIS, TEXAS, 78155

REC STATUS: ELIGIBLE

Explanation:

NAME of record holder

Personal DESCRIPTION of Record Holder: Race\Sex\DOB\Height\Weight\Hair color\Eye Color

SEX OFF: Indicates whether the subject is a convicted sex offender. This field will contain Y (Yes), N (No) or blank if unknown.

COMM IMPED: Indicates whether the subject has a Communication Impediment. This field will contain Y (Yes), N (No) or blank if unknown. The information is currently being collected, so it may not be accurate at this time.

ORGAN DONOR: Indicates whether the subject is an organ donor. This field will contain Y (Yes), N (No) or blank if unknown.

VISA EXP: Indicates the date the subject’s VISA expires.

PHYSICAL ADDRESS and MAILING ADDRESS for Record Holder

Indicates a person’s eligibility to renew their DL.

ELIGIBLE – The subject is eligible to renew; there are no active enforcement actions. This record status does not indicate that the subject has a valid Driver License, only that they are eligible.

ELIGIBLE NON CDL – NOT ELIGIBLE CDL – The subject is eligible to renew non-commercial vehicles but currently is disqualified to have a Commercial Driver License.

NOT ELIGIBLE – The subject is not eligible to renew and has an active enforcement action.

ADMIN STATUS: Provides information about the driver, but does not have any effect on the person’s eligibility to drive.

Examples of Administrative Status:
Prove Identity, Possible Fraud
Licensed in Another State/Jurisdiction
Reported Deceased
Occupational License Cancelled
<table>
<thead>
<tr>
<th>Information on Return:</th>
<th>Explanation:</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>CARD STATUS:</strong></td>
<td><strong>CARD STATUS</strong> provides information about the Driver License, ID card or Occupational License. Card Status does not affect a person's eligibility to drive.</td>
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<td></td>
<td>Examples of Card Status:</td>
</tr>
<tr>
<td></td>
<td>Verify Issue Former State</td>
</tr>
<tr>
<td></td>
<td>Voluntary Surrender</td>
</tr>
<tr>
<td></td>
<td>Returned By Post Office</td>
</tr>
<tr>
<td></td>
<td>Denied Waiver</td>
</tr>
<tr>
<td><strong>CARD TYPE:</strong> DL #: 08765432 CLASS: A TYPE: CDL EXPIR DATE: 06122017</td>
<td><strong>CARD TYPE:</strong> DL Driver License</td>
</tr>
<tr>
<td></td>
<td>ID Identification Card</td>
</tr>
<tr>
<td></td>
<td>OCC Occupational Driver License</td>
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<td>CDL Commercial Driver License</td>
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<td>Commercial Driver License (CDL) is required if:</td>
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<td>• Gross Combination Weight Rating (GCWR) is 26,001 lbs. or more and the towed unit exceeds 10,000 lbs. GVWR, or if towing unit GVWR is 26,001 lbs. or more.</td>
</tr>
<tr>
<td></td>
<td>• The single vehicle with GVWR of 26,001 lbs. or more</td>
</tr>
<tr>
<td></td>
<td>• The Vehicle is designed to transport more than 16 passengers (including driver)</td>
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<tr>
<td></td>
<td>CLASS A – Any combination of vehicles with a GCWR of 26,001 or more pounds provided the GVWR of the vehicle(s) being towed is in excess of 10,000 pounds. (Holders of a Class A may, with any appropriate endorsements, operate all Class B and C vehicles.)</td>
</tr>
<tr>
<td></td>
<td>CLASS B – Any single vehicle with a GVWR of 26,001 or more pounds, or any such vehicle designed to transport 24 or more passengers including the driver. (Holders of a Class B license may, with any appropriate endorsements, operate all Class C vehicles.)</td>
</tr>
<tr>
<td></td>
<td>CLASS C – Any single vehicle or combination of vehicles that does not meet the definition of Class A or Class B, but that either is designed to transport 16 or more passengers including the driver, or is placarded for hazardous materials.</td>
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<td></td>
<td>CLASS M – Any motorcycle or moped.</td>
</tr>
<tr>
<td></td>
<td>*Persons holding a Class B or C license may tow a farm trailer GVWR up to 20,001 lbs.</td>
</tr>
<tr>
<td></td>
<td><strong>EXPIR DATE</strong> is the date of expiration for the card. EXPIR listed as 9999 is a non-expiring ID. If no EXPIR listed, it is not a valid license.</td>
</tr>
<tr>
<td>Information on Return:</td>
<td>Explanation:</td>
</tr>
<tr>
<td>-----------------------</td>
<td>-------------</td>
</tr>
<tr>
<td>HME THR ASMT: EXP:</td>
<td>HME THR ASMT: Indicates the subject’s assessment when they carry the H – Hazardous materials endorsement. Value will be Approved or Denied. If approved, the expiration date will be included.</td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td>RESTRICTIONS:</td>
<td>RESTRICTIONS: Lists the restrictions that the record holder must follow.</td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td>ENDORSEMENTS: N TANK VEHICLE</td>
<td>Lists the CDL ENDORSEMENTS that the record holder has:</td>
</tr>
<tr>
<td></td>
<td>H - Hazardous materials: CDL only</td>
</tr>
<tr>
<td></td>
<td>T - Double or triple trailer</td>
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<td></td>
<td>N - Tank Vehicle: CDL only</td>
</tr>
<tr>
<td></td>
<td>X - Combination N and H: CDL only</td>
</tr>
<tr>
<td>ENFORC ACTN: DISQUALIFIED - 2 SERIOUS TRAFFIC VIOLATIONS STATUS: EXPIRED BEGIN DT: 11032012 END DT: 01012013 LIFT DT: STATE: TX</td>
<td>ENFORC ACTN:</td>
</tr>
<tr>
<td></td>
<td>Describes an enforcement action, such as a driver license suspension, that has been imposed on the subject including the location (STATE) that the action was imposed.</td>
</tr>
<tr>
<td></td>
<td>Together with the STATUS, ACTIVE BEGIN DT, END DT and LIFT DT, this field will fully describe the enforcement action. The status will indicate whether a particular action is pending, active, lifted or expired. The begin date will indicate the date the enforcement action is to begin.</td>
</tr>
<tr>
<td></td>
<td>The ending date for an enforcement action that contains the value “12-31-9999” indicates that the enforcement action is indefinite. Once the subject meets required compliances, the EA status will be updated and will be set to “lifted” and the lift date will be populated.</td>
</tr>
<tr>
<td></td>
<td>It is important to note that certain driver license suspensions and other disqualification actions may be entered with pending beginning dates. For example, the police action for “Driving While License is Suspended” should not be taken prior to the effective date of the suspension.</td>
</tr>
</tbody>
</table>
### Information on Return:

<table>
<thead>
<tr>
<th>CONVICTION: RAN STOP SIGN</th>
</tr>
</thead>
<tbody>
<tr>
<td>OFF DT: 05062014 CONV DT: 05212014</td>
</tr>
<tr>
<td>OFFENSE LOC: TX, PORT ARTHUR CMV: N HAZMAT: N</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>CONVICTION: SPEEDING - SPEED LIMIT AND ACTUAL SPEED (DETAILED REQUIRED)</th>
</tr>
</thead>
<tbody>
<tr>
<td>OFF DT: 01052012 CONV DT: 03162012</td>
</tr>
<tr>
<td>OFFENSE LOC: LA, 2666201200908 CMV: N HAZMAT: N</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>CRASH DT: 02142005 CRASH LOC:</th>
</tr>
</thead>
<tbody>
<tr>
<td>CRASH#: 5263346</td>
</tr>
<tr>
<td>SEVERITY: POSSIBLE INJURY ACCIDENT CMV: N HAZMAT: N</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>CRASH DT: 05112004 CRASH LOC:</th>
</tr>
</thead>
<tbody>
<tr>
<td>CRASH#: 4158124</td>
</tr>
<tr>
<td>SEVERITY: NON-INJURY ACCIDENT CMV: N HAZMAT: N</td>
</tr>
</tbody>
</table>

### Explanation:

**CONVICTION**

Conviction describes the subject’s driving convictions including the offense date (OFF DT) conviction date (CONV DT), and location (OFFENSE LOC). CMV indicates whether the conviction occurred in a commercial vehicle and HAZMAT indicates if the conviction occurred while transporting hazardous materials.

**CRASH**

Crash information describes the subject’s accidents. Included are crash date (CRASH DT), crash location (CRASH LOC), crash number (CRASH#) and Severity (SEVERITY). CMV indicates whether the accident occurred in a commercial vehicle and HAZMAT indicates if the accident occurred while transporting hazardous materials.

---

### CDL Medical Certificate Information

<table>
<thead>
<tr>
<th>SELF CERT: NON-EXCEPTED INTERSTATE</th>
</tr>
</thead>
<tbody>
<tr>
<td>CERT STATUS: CERTIFIED</td>
</tr>
<tr>
<td>EXAMINER NAME: HOLT, MATTHEW, B</td>
</tr>
<tr>
<td>MED EXAM LIC #: 10359 MED</td>
</tr>
<tr>
<td>LICENSING JURISDICTION CODE: TX</td>
</tr>
<tr>
<td>SPECIALTY: AN - ADVANCED PRACTICE</td>
</tr>
<tr>
<td>NURSE PHONE #: 734-085-0403</td>
</tr>
<tr>
<td>REGISTRY #: 7340850403</td>
</tr>
<tr>
<td>CERT ISSUE DATE: 06/01/2016 EXP DATE: 09/01/2018</td>
</tr>
<tr>
<td>RESTRICTIONS: DRIVER WAIVER/EXEMPT EFF DATE: EXP DATE: DRIVER SKL PERF EVAL EFF DATE: EXP DATE:</td>
</tr>
</tbody>
</table>

---

**MRI:** 51186020 IN: NDLS 45999 AT 17JUN2016 10:29:49 OUT: M304 9 AT 17JUN2016 10:29:49

**MRI:** Message Routing Identifier IN: Responding Database Mnemonic AT: Day\Month\Year\Minute\Seconds OUT: Receiving Terminal Mnemonic AT: Day\Month\Year\Minute\Seconds

---

The Federal Motor Carrier Safety Administration has four categories of requirements for all CDL drivers:

**Non-Exceptioned Interstate**

Interstate Commercial Driver License
Must Submit Medical Certification to DPS & Included in DL Return Possible V Restrict (Medical Variance), Must have FMCSA Waiver Possible P22 (Intra-City Zone Driver Interstate)

**Excepted Interstate**

Interstate Commercial Driver License Medical Certification Documentation Required, but NOT Required to Submit to DPS P16-P24 Restriction Required (Restricting to Specific CMV)

**Non-Exceptioned Intrastate**

Texas Only Commercial Driver License Must Submit Medical Certification to DPS & Included in DL Return K Restriction (Intrastate Only) Required Possible Y Restriction (Valid Texas Vision or Limb Waiver Required)

**Excepted Intrastate**

Texas Only Commercial Driver License Medical Certification Documentation Required, but NOT Required to Submit to DPS K Restriction (Intrastate Only) Required
### Driver License Restriction Codes

<table>
<thead>
<tr>
<th>Code</th>
<th>DLS Restrictions</th>
<th>Code</th>
<th>DLS Restrictions</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>With Corrective Lenses</td>
<td>P8</td>
<td>With Telescopic Lens</td>
</tr>
<tr>
<td>B</td>
<td>LOFS 21 or Over</td>
<td>P9</td>
<td>LOFS 21 or Over Bus Only</td>
</tr>
<tr>
<td>C</td>
<td>Daytime Driving Only</td>
<td>P10</td>
<td>LOFS 21 or Over School Bus Only</td>
</tr>
<tr>
<td>D</td>
<td>Speed Not to Exceed 45 MPH</td>
<td>P11</td>
<td>Bus Not to Exceed 26,000 GVWR</td>
</tr>
<tr>
<td>E</td>
<td>No Manual Transmission Equipped CMV</td>
<td>P12</td>
<td>Passenger CMVS Restricted To Class C Only</td>
</tr>
<tr>
<td>F</td>
<td>Must Hold Valid Learner License to MMDDYY</td>
<td>P13</td>
<td>LOFS 21 or Over In Vehicle Equip w/ Airbreak</td>
</tr>
<tr>
<td>G</td>
<td>TRC 545.424 Applies Until MMDDYY</td>
<td>P14</td>
<td>Operation Class B Exempt Vehicle Authorized</td>
</tr>
<tr>
<td>H</td>
<td>Vehicle Not to Exceed 26,000 lbs. GVWR</td>
<td>P15</td>
<td>Operation Class A Exempt Vehicle Authorized</td>
</tr>
<tr>
<td>I</td>
<td>MC not to Exceed 250 cc</td>
<td>P16</td>
<td>If CMV, School Buses Interstate</td>
</tr>
<tr>
<td>J</td>
<td>Licensed MC Operator 21 or Over In Sight</td>
<td>P17</td>
<td>If CMV, Government Vehicles Interstate</td>
</tr>
<tr>
<td>K</td>
<td>Intrastate Only</td>
<td>P18</td>
<td>If CMV, Trans Personal Prop Interstate</td>
</tr>
<tr>
<td>L</td>
<td>No Air Brake Equipped CMV</td>
<td>P19</td>
<td>If CMV, Trans Corpse/Sick/Injure Inter</td>
</tr>
<tr>
<td>M</td>
<td>No Class A Passenger Vehicle</td>
<td>P20</td>
<td>If CMV, Privately Trans Passengers Inter</td>
</tr>
<tr>
<td>N</td>
<td>No Class A and B Passenger Vehicle</td>
<td>P21</td>
<td>If CMV, Fire/Rescue Interstate</td>
</tr>
<tr>
<td>O</td>
<td>No Tractor-Trailer CMV</td>
<td>P22</td>
<td>If CMV, Intra-City Zone Drivers Inter</td>
</tr>
<tr>
<td>P</td>
<td>Stated on License</td>
<td>P23</td>
<td>If CMV, Custom Harvesting Interstate</td>
</tr>
<tr>
<td>Q</td>
<td>LOFS 21 or Over Vehicle Above Class B</td>
<td>P24</td>
<td>If CMV, Transporting Bees/Hives Interstate</td>
</tr>
<tr>
<td>R</td>
<td>LOFS 21 or Over Vehicle Above Class C</td>
<td>P25</td>
<td>If CMV, Use In Oil/Water Well Service/Drill</td>
</tr>
<tr>
<td>S</td>
<td>Outside mirror or Hearing Aid</td>
<td>P26</td>
<td>If CMV, For Operation of Mobile Crane</td>
</tr>
<tr>
<td>T</td>
<td>Automatic Transmission</td>
<td>P27</td>
<td>HME Expiration Date MMDDYY</td>
</tr>
<tr>
<td>U</td>
<td>Applicable Prosthetic Devices</td>
<td>P28</td>
<td>FRSI* CDL Valid MMDDYY To MMDDYY</td>
</tr>
<tr>
<td>V</td>
<td>Medical Variance</td>
<td>P29</td>
<td>FRSI* CDL MMDDYY - MMDDYY or Exempt B</td>
</tr>
<tr>
<td>W</td>
<td>Power Steering</td>
<td>P30</td>
<td>FRSI* CDL MMDDYY - MMDDYY or Exempt A</td>
</tr>
<tr>
<td>X</td>
<td>No Cargo In CMV Tank Vehicle</td>
<td>P31</td>
<td>Class C Only, No Taxi/Bus/Emergency Vehicle</td>
</tr>
<tr>
<td>Y</td>
<td>Valid Texas Vision or Limb Waiver Required</td>
<td>P32</td>
<td>Other</td>
</tr>
<tr>
<td>Z</td>
<td>No Full Air Brake Equipped CMV</td>
<td>P33</td>
<td>No Passengers in CMV Bus</td>
</tr>
<tr>
<td>P1</td>
<td>For Class M TRC545.424 Until MMDDYY</td>
<td>P34</td>
<td>No Express or Highway Driving</td>
</tr>
<tr>
<td>P2</td>
<td>To/From Work/School</td>
<td>P35</td>
<td>Restricted to Operation of Three-Wheeled MC</td>
</tr>
<tr>
<td>P3</td>
<td>To/From Work</td>
<td>P36</td>
<td>Moped</td>
</tr>
<tr>
<td>P4</td>
<td>To/From School</td>
<td>P37</td>
<td>Occ/Essent Need DL-No CMV-See Court Order</td>
</tr>
<tr>
<td>P5</td>
<td>To/From Work/School or LOFS 21 or Over</td>
<td>P38</td>
<td>Applicable Vehicle Devices</td>
</tr>
<tr>
<td>P6</td>
<td>To/From Work or LOFS 21 or Over</td>
<td>P39</td>
<td>Ignition Interlock Required</td>
</tr>
<tr>
<td>P7</td>
<td>To/From School or LOFS 21 or Over</td>
<td>P40</td>
<td>Vehicle Not to Exceed Class C</td>
</tr>
</tbody>
</table>

*FRSI = Farm Related Service Industries*
### Search Results Do Not Yield A Match:

SEARCH ON 99999999  
OLN/99999999  
NO RECORDS FOUND  
MRI: XXXXXXXXXX IN: NDLSxx XXXXXXXX AT DDMMYYYY HH:MM:SS  
OUT: XXXX 2 AT DDMMYYYY HH:MM:SS

<table>
<thead>
<tr>
<th>Information on Return:</th>
<th>Explanation:</th>
</tr>
</thead>
<tbody>
<tr>
<td>SEARCH ON 99999999</td>
<td>Identifies the information used in the inquiry.</td>
</tr>
<tr>
<td>OLN/99999999</td>
<td>OLN: Operator License Number</td>
</tr>
<tr>
<td>NO RECORDS FOUND</td>
<td>No Records Found: Indicates there was no record found with the data used in the inquiry</td>
</tr>
</tbody>
</table>
IN: Responding Database Mnemonic  
AT: Day\Month\Year Hour\Minute\Seconds  
OUT: Receiving Terminal Mnemonic  
AT: Day\Month\Year Hour\Minute\Seconds |

When inquiries are unsuccessful, an administrative message may be sent to Driver License Division Communications at mnemonic address LIVI.

### More Than 50 Search Results Are Present:

SEARCH ON TEST,HENRY  
NAM/TEST,HENRY  
OVER 50 MATCHING RECORDS FOUND  
<THE FIRST 50 MATCHES WILL BE DISPLAYED>  
MRI: XXXXXXXXXX IN: NDLSxx XXXXXXXX AT DDMMYYYY HH:MM:SS  
OUT: XXXX 2 AT DDMMYYYY HH:MM:SS

<table>
<thead>
<tr>
<th>Information on Return:</th>
<th>Explanation:</th>
</tr>
</thead>
<tbody>
<tr>
<td>SEARCH ON TEST, HENRY</td>
<td>Identifies the information used in the inquiry.</td>
</tr>
<tr>
<td>NAM/TEST,HENRY</td>
<td>Indicates there are over fifty matching records found.</td>
</tr>
<tr>
<td>OVER 50 MATCHING RECORDS FOUND</td>
<td></td>
</tr>
<tr>
<td>&lt;THE FIRST 50 MATCHES WILL BE DISPLAYED&gt;</td>
<td></td>
</tr>
</tbody>
</table>
IN: Responding Database Mnemonic  
AT: Day\Month\Year Hour\Minute\Seconds  
OUT: Receiving Terminal Mnemonic  
AT: Day\Month\Year Hour\Minute\Seconds |
### Search Results Yield Multiple Matches:

**SEARCH ON TEST, JANET**  
**LAST NAME:** TEST  
**FIRST/MIDDLE:** JANET ANN  
**CARD NUMBER:** 99999999 **DOB:** 1957-08-01  
**CITY:** AUSTIN  
**LAST NAME:** TEST  
**FIRST/MIDDLE:** JANET SUE  
**CARD NUMBER:** 88888888 **DOB:** 1954-01-01  
**CITY:** DALLAS  
**LAST NAME:** TEST  
**FIRST/MIDDLE:** JANET MARIE  
**CARD NUMBER:** 77777777 **DOB:** 1960-11-01  
**CITY:** HOUSTON  
**MRI:** XXXXXXXXXX  
**IN:** NDLSxx XXXXXXXX  
**AT:** DDMMYYYY HH:MM:SS  
**OUT:** XXXX 2  
**AT:** DDMMYYYY HH:MM:SS

<table>
<thead>
<tr>
<th>Information on Return:</th>
<th>Explanation:</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>SEARCH ON TEST, JANET</strong></td>
<td>Identifies the information used in the inquiry.</td>
</tr>
<tr>
<td><strong>LAST NAME:</strong> TEST</td>
<td><strong>LAST NAME:</strong> Last name of a potential record holder</td>
</tr>
<tr>
<td><strong>FIRST/MIDDLE:</strong> JANET ANN</td>
<td><strong>FIRST/MIDDLE:</strong> First/Middle name of a potential record holder</td>
</tr>
<tr>
<td><strong>CARD NUMBER:</strong> 99999999 <strong>DOB:</strong> 1957-08-01</td>
<td>Returns are based on Last/First names only</td>
</tr>
<tr>
<td><strong>CITY:</strong> AUSTIN</td>
<td>Middles names are not used to narrow searches</td>
</tr>
<tr>
<td><strong>LAST NAME:</strong> TEST</td>
<td><strong>CARD NUMBER:</strong> ID or DL number that is associated with a potential record holder <strong>DOB:</strong> Date of birth of potential record holder. <strong>CITY:</strong> City of residence that the potential record holder has listed on their ID or DL</td>
</tr>
<tr>
<td><strong>FIRST/MIDDLE:</strong> JANET SUE</td>
<td><strong>Next Record</strong></td>
</tr>
<tr>
<td><strong>CARD NUMBER:</strong> 88888888 <strong>DOB:</strong> 1954-01-01</td>
<td></td>
</tr>
<tr>
<td><strong>CITY:</strong> DALLAS</td>
<td><strong>Next Record</strong></td>
</tr>
<tr>
<td><strong>LAST NAME:</strong> TEST</td>
<td><strong>MRI:</strong> Message Routing Identifier</td>
</tr>
<tr>
<td><strong>FIRST/MIDDLE:</strong> JANET MARIE</td>
<td><strong>IN:</strong> Responding Database Mnemonic</td>
</tr>
<tr>
<td><strong>CARD NUMBER:</strong> 77777777 <strong>DOB:</strong> 1960-11-01</td>
<td><strong>AT:</strong> Day\Month\Year Hour\Minute\Seconds</td>
</tr>
<tr>
<td><strong>CITY:</strong> HOUSTON</td>
<td><strong>OUT:</strong> Receiving Terminal Mnemonic</td>
</tr>
</tbody>
</table>
| **MRI:** XXXXXXXXXX  
**IN:** NDLSxx XXXXXXXX  
**AT:** DDMMYYYY HH:MM:SS  
**OUT:** XXXX 2  
**AT:** DDMMYYYY HH:MM:SS | **AT:** Day\Month\Year Hour\Minute\Seconds |
Driver License Photos

Law Enforcement agencies have the capability to obtain Texas driver license photos. The ORI for the requesting agency must end in a numeric or N, E, or A to be able to obtain DL photos through TLETS. This includes agencies in Texas as well as agencies out-of-state that request DL photos through Nlets.

The Texas Department of Public Safety believes that the use of driver license photos is important to law enforcement officers in the performance of their duties. Driver license photos are considered personal information and protected by both state and federal laws. They may only be used for criminal justice purposes and may not be disseminated to any unauthorized personnel. Driver License inquiries requesting photos must contain Image Request (IMG), Reason (RSN) and Email (EML) of the requestor.

Driver License Photo Returns

Most Driver License transactions support retrieval of driver license photos. TLETS allows operators to request photos from both other states and from the Texas Driver License System. For Texas driver photos, the most recent photo associated with the Driver License or Texas ID will be returned when the photo has been appropriately requested and is on file.

Only law enforcement agencies may receive driver photos at this time. This is managed by the TLETS message broker that validates the ORI ends in a numeric character, “N”, “A” or “E”. Driver photos are not available on any transaction by name only. The minimum information needed to obtain the driver photo is NAM and DOB or OLN along with the image request (IMQ), a reason code (RSN) and the email (EML) address of the requestor. DLS will provide a photo through TLETS when there is only one record associated with the inquiry parameters.

Driver photos are to be used as a name-based tool to assist the law enforcement agency when encountering individuals that are not carrying photo identification. They are considered sensitive information and should be handled with the same care as any other information that is provided through TLETS. This information should not be disseminated to criminal justice agencies that are not law enforcement. Driver record information is personal information protected as described by the Statutes as previously discussed and violations can result in civil and criminal penalties.

Driver License Image Retrieval

The Driver License Image Retrieval (DLIR) system assists law enforcement agencies by making it possible to view the latest digital image of an individual with a Texas driver license or identification card, via the internet, in support of a law enforcement investigation. The DLIR system is offered to federal, state and local law enforcement agencies at no charge. Authorized users of the DLIR system can retrieve an image by record number or search on last name and physical identifiers. Each agency obtains access to the DLIR system by submitting a User Agreement for the agency and an Image Retrieval Security Request form for each commissioned officer or investigative support person that will use the system.

Please check within your individual agency to determine if this system is currently being utilized. If no agreement is in place, contact the Driver License Image Retrieval Administrator at E.Commerce@dps.texas.gov to set up your agencies access to DLIR.
**Driver License Record Status Return with Photo:**
SEARCH ON Y,SUSAN.WHISENHUNT@DPS.TEXAS.GOV,C

NAME: COW, ELSIE, THE
DESCRIPTION: WHITE\FEMALE\03281981\5-05\560\BLACK\BROWN
SEX OFF: N COMM IMPED:Y ORGAN DONOR:Y VISA EXP:
PHYSICAL ADD: 19999 DAIRY LN
CI/CO/ST/ZIP: FARM,TRAVIS,TEXAS,78155, UNITED STATES
MAILING ADD: 19999 DAIRY LN
CI/ST/ZIP: FARM,TRAVIS,TEXAS,78155
REC STATUS: ELIGIBLE
ADMIN STATUS:
CARD STATUS:
HME THR ASMT: EXP:
CARD TYPE: DL #: 04171747 CLASS: C TYPE: DL EXPIR DATE: 03282017
RESTRICTIONS: A WITH CORRECTIVE LENSES
ENDORSEMENTS:

**** DRIVER RECORD INFORMATION IS PERSONAL INFORMATION PROTECTED UNDER THE
FEDERAL DRIVER PRIVACY ACT OF 1994 (18 USC 2721, ET SEQ.) AS AMENDED AND THE
MOTOR VEHICLE RECORDS DISCLOSURE ACT, TEXAS TRANSPORTATION CODE 730 ******

IMG/IDENTIFYING IMAGE

******** END OF RECORD**********

MRI: 49896163 IN: NDLS 61087 AT 11AUG2016 11:34:35
OUT: M304 8 AT 11AUG2016 11:34:36
Manual Driver License Requests

Manual driver license requests are available when online information is unavailable, not clear or contains errors. Requests are available Monday through Friday from 7:30 am to 5:00 pm. Routine manual search requests are usually processed within two hours. To request a manual driver license check send an administrative message to mnemonic LIVI addressed to DPS Austin Attention: DLD.

DLD Driver Improvement Bureau (DIB) provides certified copies of driver license records and suspension status verification. Requests are available Monday through Friday from 7:30 am to 5:00 pm. To request certified copies of driver license records and verification of suspension status, send an administrative message to mnemonic DIC1 addressed to DPS Austin Attention: DIB.

DLD Manual Services assists with misdemeanor investigations by providing driver license photos and other documentation such as original DL applications. Contact 512-424-2234 for additional information. Fax requests to 512-424-5982. Indicate on agency letterhead the following information:

- Reason for Request
- Agency Name and ORI
- Requestor’s Name, Title, ID or Badge Number
- Subject’s Name, DOB, OLN, SOC
- Classification: Misdemeanor, Felony, Identification Only
- Method of Returning Results: Mail Email, FAX

The TXDPS Joint Crime Information Center (TXJCIC) provides information to law enforcement agencies via email or phone. They can assist with both misdemeanor and felony investigations by providing photos and other documentation. Requests should be sent to TXJCIC@dps.texas.gov or 512-424-7981 with the following information:

- Requestor Name, Agency, Title, Badge Number
- Type of investigation
- Case Number
- Subject’s Name, DOB, OLN, SOC
Nlets Driver License Inquiries
TLETS operators can obtain driver license status and history information from other states through Nlets. Nlets also supports a check on diplomatic driver licenses, commercial driver licenses and the Mexican Federal License Information System (LIFIS).

Query Driver Status By Name or OLN (DQ)

Agency/Case Data
- Originating Agency Code (ORI)
- Destinations (DST)

Person Data
- Name (NAM)
- Sex (SEX)
- Date of Birth (DOB)
- License Number (OLN)
- Image Request (IMQ)
- Reason (RSN)
- Email Address (EML)
- Commercial License (CDL)

Mexican Federal Commercial Driver License Data
- License Number (OLN)

State Driver License Returns
States may return the subject’s name, address, physical description, license number, license type, restrictions and current status. The following abbreviations will assist the user in reading responses from Nlets out of state driver license responses:

<table>
<thead>
<tr>
<th>Prefix</th>
<th>Definition</th>
</tr>
</thead>
<tbody>
<tr>
<td>NAM</td>
<td>Name</td>
</tr>
<tr>
<td>RAC</td>
<td>Race</td>
</tr>
<tr>
<td>SEX</td>
<td>Sex</td>
</tr>
<tr>
<td>HGT</td>
<td>Height</td>
</tr>
<tr>
<td>WGT</td>
<td>Weight</td>
</tr>
<tr>
<td>HAI</td>
<td>Hair Color</td>
</tr>
<tr>
<td>EYE</td>
<td>Eye Color</td>
</tr>
<tr>
<td>SOC</td>
<td>Social Security Number</td>
</tr>
<tr>
<td>OLN</td>
<td>Driver License Number</td>
</tr>
<tr>
<td>OLT</td>
<td>Type Of License</td>
</tr>
<tr>
<td>EXP</td>
<td>Expiration Date</td>
</tr>
<tr>
<td>REST</td>
<td>Restrictions On License</td>
</tr>
<tr>
<td>STATUS</td>
<td>Current Status Of License</td>
</tr>
</tbody>
</table>
Commercial Driver License

Driving a Commercial Motor Vehicle (CMV) requires a higher level of knowledge, experience, skills and physical abilities than that required to drive a non-commercial vehicle. In order to obtain a Commercial Driver's License (CDL), an applicant must pass both skills and knowledge testing geared to these higher standards. Additionally CDL holders are held to a higher standard when operating any type of motor vehicle on public roads. Serious traffic violations committed by a CDL holder can affect their ability to maintain their CDL certification.

Through partnership with Nlets, the Federal Motor Carrier Safety Administration (FMCSA) provides access to commercial driver license (CDL) information housed at American Association of Motor Vehicle Administrators (AAMVA). This information is particularly useful to obtain CDL status regarding carrier drivers from states that do not provide CDL information in their returns. Nlets users can access the FMCSA database by sending a Driver License Query (DQ) to destination CL.

Diplomatic Driver License

All members of the Foreign Mission Community are required to obtain a driver's license from the U. S. Department of State’s Office of Foreign Missions (OFM). Foreign mission members who obtain or maintain a driver's license from one of the 50 states, the District of Columbia or any territory governed by the United States must prove their ability to operate a motor vehicle. They must submit a color photocopy of their current driver’s license and/or a certification that they have met all the driving requirements and passed all the necessary tests for the state in which they reside.

Applicants with a valid U.S. driver's license or foreign license are required to pass a vision test to obtain a Department of State driver’s license. In addition, some applicants may also be required to pass a written test. International Driver’s Permits do not qualify as an acceptable driver's license for members of the Foreign Mission Community.

OFM maintains the driving records of all individuals who are licensed by the Department and this information is available through an Nlets Driver Inquiry transaction (RQ) with the destination code of US. Individual driving records contain the following information:

- The Individual's Name
- DOS License Number
- Class Of License and Restrictions, if any
- Status of The License
- Previous U.S. License, if any
- Previous Foreign License, if any
- A list of moving violations, if any, to include violations recorded against a previous license issued by one of the 50 states or the District of Columbia
- Accident involvement, if any, to include accident involvement recorded against a previous license issued by one of the 50 states or the District of Columbia

The driving record of any individual licensed by OFM’s Diplomatic Motor Vehicle Office will be provided to concerned insurance carriers or missions. Requests for driving records must be submitted electronically via an official e-mail address to OFMDMVMMVR@state.gov.
Mexican Federal License (Licencia) Information System (LIFIS)

The United States recognizes the commercial driver license issued by the Secretary of Communication and Transportation (Secretaría de Comunicaciones y Transportes - SCT). The federal driver license (Licencia Federal de Conductor) is comparable to a US issued commercial driver license (CDL). It is likely that Texas enforcement officers will encounter Mexican drivers with a Federal License (Licencia Federal) legally operating a commercial motor vehicle (CMV) in the US. Such operations should comply with all safety and other requirements, including driver licensing, fuel taxes, registration taxes and vehicle safety.

The Licencia Federal Information System (LIFIS) responds to the Nlets driver license queries (DQ) using the POE code MX and using the operator license number (OLN). Mexican state issued driver licenses are NOT valid for operating a CMV in the United States and will not return a response for an inquiry through Nlets.

1: Licencia Federal de Conductor

The first information an officer should look for is the statement near the top of the document, in bold, that says this document is a “LICENCIA FEDERAL DECONDUCTOR”. This enables the officer to quickly distinguish such a license from one issued by a Mexican state to a driver. Mexican state driver licenses are NOT valid for operating a CMV which requires a CDL in the U.S. and Canada.

2: Driver’s License Number

The license number is indicated in red in the lower left corner of the Mexican CDL. Just as with some U.S. state license numbers that include letters, Mexican CDL numbers always begin with letters and those letters must be included as part of the license number when the number is recorded.

3: Issuance Date

The Mexican CDL indicates the original date the driver received the license. The date of original issuance is indicated in the “Antigüedad” field and displayed as DD/MM/YYYY.

4: Expiration Date

The validity of the Mexican CDL is indicated in two separate fields: “Vigente desde” and “Hasta”. “Vigente desde” indicates when the license is valid from and is displayed as DD/MM/YYYY. “Hasta” indicates when the license is valid through and is displayed as DD/MM/YYYY. The Mexican CDL must be reissued every two years upon passing the required medical exam and knowledge testing/training. Law enforcement should always verify the Mexican CDL’s validity via Nlets/LIFIS. If the driver does not have a valid Licencia Federal with the proper class without any restrictions, place the driver out-of-service per 383.23(a)(2).
5: Driver’s Name and Address
The Mexican CDL lists the driver’s name in three lines in the center of the license. The name is displayed in the following order:
   1. Given names (first and middle)
   2. Paternal Surname (father’s last name)
   3. Maternal Surname (mother’s maiden name)

6: Date of Birth
There is no label for date of birth on the Mexican CDL. However, this information is included as the first six numeric digits in the “Curp” field, immediately following the letters, displayed as YYMMDD.

7: License Class
Locate the license class in the “CATEGORIA” box at the bottom, right corner of the license. A Mexican CDL will indicate a category of A through F. Refer to the Licencia Federal Classes (Categorias) on this card for equivalent U.S. class and endorsements.

8: Restrictions
On the back of the license, at the top, a series of preprinted boxes exist which can be marked to indicate useful medical conditions of the driver, should he or she be involved in an accident. The only pre-printed restriction box on the document applicable to operating a CMV in the United States and Canada is “LENTES” (eye glasses). If the “LENTES” box contains an “X”, the driver must be wearing corrective lenses to operate a CMV.

Additional possible restrictions may be placed on the document as explanatory phrases in the large comment field labeled as “Observaciones”. An important restriction for law enforcement to recognize is that the driver could be restricted to operating a CMV in Mexico only which would read: “VALIDA SOLO PARA CIRCULAR EN LA REPUBLICA MEXICANA”. The LIFIS response to a driver inquiry will contain any such restrictions that apply to that driver, in English.

**Licencia Federal Classes (Categoria) Description**

<table>
<thead>
<tr>
<th>Class</th>
<th>Definition</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>This categoria is for any bus. This is roughly comparable to a U.S. Class B CDL with a passenger endorsement.</td>
</tr>
<tr>
<td>B</td>
<td>This categoria is for any truck (including straight, combination, doubles, triples, tank), but excluding hazardous materials. This is roughly comparable to a U.S. Class A CDL with a tank and doubles/triples endorsement.</td>
</tr>
<tr>
<td>C</td>
<td>This categoria is for straight trucks (maximum of three axles, which includes any towed trailer axles), but excluding hazardous materials. This is roughly comparable to a U.S. Class B CDL with a tank endorsement.</td>
</tr>
<tr>
<td>D</td>
<td>There is no comparable U.S. CDL definition. Authorizes holder to operate automobiles and small buses, which do not exceed 7,716 pounds (3500kgs) or have a capacity to carry no more than 13 passengers (including the driver who also serves as the tour guide) for tourism purposes.</td>
</tr>
<tr>
<td>E</td>
<td>This categoria is for any type truck or combination, including hazardous materials. This is roughly comparable to a U.S. Class A CDL with a hazardous materials, tank and doubles/triples endorsement.</td>
</tr>
<tr>
<td>F</td>
<td>There is no comparable U.S. CDL definition. Authorizes holder to operate taxis from any airport or seaport in Mexico. Note: This is because airports and seaports are federal and require a federal license, similar to driving a commercial vehicle on a federal road.</td>
</tr>
</tbody>
</table>
Nlets Driver History Transactions
The Nlets Driver History Transaction (KQ) provides optional fields of ATN and PUR. It is recommended that law enforcement use these fields to document the requestor and the reason for the inquiry should any question come up in the future.

Driver License Query History (KQ)

Agency/Case Data
- Originating Agency Code (ORI)
- Nlets Destination Code
- Attention of Recipient (ATN)
- Purpose Code (PUR)

Person Data
- Name (NAM)
- Sex (SEX)
- Date of Birth (DOB)
- License Number (OLN)
- Image Request (IMQ)
- Reason (RSN)
- Email Address (EML)

Nlets Driver License Inquiry by Name Only
Nlets agencies can search other state driver license databases with a name only inquiry. Responses will return possible matches. Not all state driver license databases support a name only search. To receive updated information use the Nlets help transaction form NHF and select NLNOQHELP.

Driver License Search (DNQ)

Agency/Case Data
- Originating Agency Code (ORI)
- Nlets Destination Code
- Next Page of Group (NXT)

Driver License Data
- Name (NAM)
- Sex (SEX)
- Age (AGE)
- City (CTY)
- County (COU)
Nlets Manual Driver License Checks

Use the Nlets help files (send AM transaction to XXOLNHELP where XX is the state POE code) to get detailed information on a state’s manual check process. Manual checks are requested by sending an administrative message to XXOLN0000.
Section 4: Vehicle Registration and Permit Inquiries

By the end of this training session, the student will be able to:

- Identify the types of vehicle registration inquiries available through TLETS and Nlets.
- Compare the different information that is included in each type of vehicle registration return.
- Locate the Nlets state vehicle registration help file.
- Explain the procedure for requesting a manual vehicle registration inquiry from Nlets.
- Summarize the Financial Responsibility Verification Program inquiry process.
- Compare the information included in Financial Responsibility Verification Program inquiry return.
Vehicle Registration and Permits

Registration information for vehicles titled in Texas is available through TLETS from the Texas Department of Motor Vehicles (TXDMV) Registration and Title System (RTS). Registration for vehicles registered in other states is available through Nlets.

Vehicle registration information obtained from the TLETS and Nlets systems is to be used for criminal justice and law enforcement purposes only and shall not be disseminated to the public. It is not to be used in the collection of parking tickets or taxes.

The Federal Driver's Privacy Protection Act governs the release and use of personal data contained in the RTS database and provides for civil and criminal penalties for non-compliance with the law. The RTS database contains important, secure personal data concerning vehicle owners that is privacy protected by law and must be treated in a confidential manner.

Vehicle registration information from other states may not be classified as public record information. Any non-criminal justice agency or person requesting instructions to obtain registration information from another state should contact the vehicle licensing agency of that state.

Non-Law Enforcement Access to TXDMV

The Texas Department of Motor Vehicles (TXDMV) allows individuals or companies to establish a motor vehicle inquiry account that allows for internet access through a secure website. This would include: City/county code enforcement, auto dealers, auto auction, wrecker services, salvage yards, insurance companies, bank, credit unions, title services, and collection agencies, university, colleges and private investigators. Vehicle Registration information obtained through TLETS may not be released to private citizens for any reason. For further information go to: https://mvdinet.txdmv.gov/

DMV is allowed by law to disclose personal information if an individual:

- Has written consent from the person who is the subject of the request
- Certifies the information will be used for a lawful, legitimate purpose

To request personal information, citizens complete a Request for Texas Motor Vehicle Information (VTR-275) form and certify the information will be used for a lawful, permitted purpose. Information can be found on the DMV website - http://www.txdmv.gov/

Texas Vehicle Registration

Vehicle registration information is available through TLETS from the Texas Department of Motor Vehicles (TXDMV) for vehicles titled in Texas through the Registration and Title System (RTS). TLETS users are allowed a maximum of five (5) inquiries in a single transmission.

RTS provides information from several data sources:

- Vehicle Registration
- Dealer Plates
- Temporary e-Tags
- Plate with Owner
- Persons with Disabilities Vehicle Parking Placard
REG Transaction (REG)

Agency/Case Data
- Originating Agency Code (ORI)

Record Identifying Data
- Registration Type (RGT)
- Financial Responsibility Type (FRT)
- License Plate (LIC)
- Year (LIY)
- Vehicle ID Number (VIN)
- Placard (PLCD)

Special Options
- Control Field (CTL)

Vehicle Registration Returns

Basic & Enhanced Basic Inquiry Return
R-JUN/17 LIC ABC1234, OLD # ABC1234
15, VOLK, 4D, 3VWD07AJ2FM305911, COLOR: GRY
DESMOND JONES, MOLLY JONES, 12331 PENNY LANE, LONDON, TX, 78759
LIEN RECORDED
ACTUAL MILEAGE.DATE OF ASSIGNMENT:2015/03/21.E-REMINDER & PAPER RENEWAL NOTICE. E-TITLE.
MRI: 8983575 IN: MVDWS 67659 AT 07NOV2016 12:10:12
OUT: M304 8 AT 07NOV2016 12:10:12

<table>
<thead>
<tr>
<th>Information on Return:</th>
<th>Explanation:</th>
</tr>
</thead>
<tbody>
<tr>
<td>R-JUN/17 LIC ABC1234, OLD # ABC1234</td>
<td>Expiration Date, Current and Previous License Plate Numbers</td>
</tr>
<tr>
<td>15, VOLK, 4D, 3VWD07AJ2FM305911, COLOR: GRY</td>
<td>Year, Make, Body Style, VIN, Vehicle Color</td>
</tr>
<tr>
<td>DESMOND JONES, ID#=N/A, MOLLY JONES, 12331 PENNY LANE, LONDON, TX, 78759</td>
<td>Current Owner(s) Name, Address</td>
</tr>
<tr>
<td>LIEN RECORDED</td>
<td>Lien Information</td>
</tr>
<tr>
<td>MRI: 8983575 IN: MVDWS 67659 AT 07NOV2016 12:10:12</td>
<td>MRI: Message Routing Identifier IN: Responding Database Mnemonic AT: Day\Month\Year Hour\Minute\Seconds</td>
</tr>
<tr>
<td>OUT: M304 8 AT 07NOV2016 12:10:12</td>
<td>OUT: Receiving Terminal Mnemonic AT: Day\Month\Year Hour\Minute\Seconds</td>
</tr>
</tbody>
</table>
Complete Inquiry Return

LIC ABC1783 EXPIRES JUN/17 EWT 4400 GWT 4400
PASSENGER-TRUCK PLT, STKR REG CLASS 02 $ 78.50
TITLE 22733142371161702 ISSUED 01/12/16 ODOMETER N/A
04 FORD 4D 2FMZA51674BA49801 PASS COLOR: WHI
PREV TTL: JUR TX TTL # 22040842154103109 ISSUE 06/08/2015
PREVIOUS OWNER MAXWELL EDISON, LIVERPOOL, TX
OWNER ELEANOR RIGBY, ID#=N/A, 12331 CHURCH STREET, LONDON, TX, 78757
PLATE AGE: 0
REMARKS DATE OF ASSIGNMENT:2015/12/25.PAPER TITLE.
MRI: 9101780 IN: MVDWS 77993 AT 07NOV2016 13:20:49
OUT: M304 22 AT 07NOV2016 13:20:49

<table>
<thead>
<tr>
<th>Information on Return:</th>
<th>Explanation:</th>
</tr>
</thead>
<tbody>
<tr>
<td>LIC ABC1783 EXPIRES JUN/17 EWT 4400 GWT 4400</td>
<td>Current License Number, Expiration Date,</td>
</tr>
<tr>
<td></td>
<td>Estimated Weight of Vehicle, Gross Weight</td>
</tr>
<tr>
<td>PASSENGER-TRUCK PLT, STKR REG CLASS 02 $ 78.50</td>
<td>Type of License Plate, Validation Sticker,</td>
</tr>
<tr>
<td></td>
<td>Registration Class and Fee</td>
</tr>
<tr>
<td>TITLE 22733142371161702 ISSUED 01/12/16 ODOMETER N/A</td>
<td>Title Number, Issue Date, Mileage</td>
</tr>
<tr>
<td>04 FORD 4D 2FMZA51674BA49801 PASS COLOR: WHI</td>
<td>Year, Make, Body Style, VIN, Vehicle Type, Color</td>
</tr>
<tr>
<td>PREV TTL: JUR TX TTL # 22040842154103109 ISSUE 06/08/2015</td>
<td>Previous Title Number, Issue Date</td>
</tr>
<tr>
<td>PREVIOUS OWNER MAXWELL EDISON, LIVERPOOL, TX</td>
<td>Previous Owner and Address</td>
</tr>
<tr>
<td>OWNER ELEANOR RIGBY, ID#=N/A, 12331 CHURCH STREET, LONDON, TX, 78757</td>
<td>Current Owner Name and Address</td>
</tr>
<tr>
<td>PLATE AGE: 0</td>
<td>Plate Age</td>
</tr>
<tr>
<td>REMARKS DATE OF ASSIGNMENT:2015/12/25.PAPER TITLE.</td>
<td>Remarks</td>
</tr>
<tr>
<td>MRI: 9101780 IN: MVDWS 77993 AT 07NOV2016 13:20:49</td>
<td>MRI: Message Routing Identifier</td>
</tr>
<tr>
<td>OUT: M304 22 AT 07NOV2016 13:20:49</td>
<td>IN: Responding Database Mnemonic</td>
</tr>
<tr>
<td></td>
<td>AT: Day\Month\Year Hour\Minute\Seconds</td>
</tr>
<tr>
<td></td>
<td>OUT: Receiving Terminal Mnemonic</td>
</tr>
<tr>
<td></td>
<td>AT: Day\Month\Year Hour\Minute\Seconds</td>
</tr>
</tbody>
</table>
## All Enhanced Complete Inquiry Return

<table>
<thead>
<tr>
<th>Information on Return:</th>
<th>Explanation:</th>
</tr>
</thead>
<tbody>
<tr>
<td>LIC ABC1783 JUN/2017 OLD # ABC1783 MAR/2016 EWT 4400 GWT 4400</td>
<td>Current License Number, Expiration Date</td>
</tr>
<tr>
<td>PASSENGER-TRUCK PLT, STKR REG CLASS 02 $ 78.50 TRAVIS CNTY</td>
<td>Previous License Plate, Estimated Weight of Vehicle, Gross Weight</td>
</tr>
<tr>
<td>TITLE 22733142371161702 ISSUED 01/12/2016 ODOMETER N/A REG DT 07/14/2016</td>
<td>Type of License Plate, Validation Sticker, Registration Class and Fee, County of Registration</td>
</tr>
<tr>
<td>2004, FORD, FRE, 4D, 2FMZ5A1674BA49801, PASS, COLOR: WHI, PRICE $ 1060.00</td>
<td>Title Number, Issue Date, Mileage, Registration Date</td>
</tr>
<tr>
<td>PREV TTL: JUR TX TTL # 22040842154103109 ISSUE 06/08/2015</td>
<td>Year, Make, Model, Body Style, VIN, Vehicle Type, Color, Sales Price</td>
</tr>
<tr>
<td>PREVIOUS OWNER MAXWELL EDISON, LIVERPOOL, TX</td>
<td>Previous Title Number, Issue Date</td>
</tr>
<tr>
<td>OWNER ELEANOR RIGBY, ID# N/A, 12331 CHURCH STREET, LONDON, TX, 78757</td>
<td>Previous Owner and Address</td>
</tr>
<tr>
<td>PLATE AGE: 0 LAST ACTIVITY 07/16/2016 RENEW OFC: 227</td>
<td>Current Owner Name and Address</td>
</tr>
<tr>
<td>REMARKS DATE OF ASSIGNMENT: 2015/12/25.PAPER TITLE.</td>
<td>Plate Age, Date and Description of Last Activity</td>
</tr>
</tbody>
</table>

MRI: Message Routing Identifier
IN: Responding Database Mnemonic
AT: Day\Month\Year Hour\Minute\Seconds
OUT: Receiving Terminal Mnemonic
AT: Day\Month\Year Hour\Minute\Seconds
Vehicle Registration Information

Registration information on most license plates is available until the registration expires. Additional registration information may be found in the DMV inactive and archive files. The RTS response often includes brief remarks, occasionally including the date the remark was entered.

Personalized License Plates

Personalized license plates are issued to individuals, not vehicles. RTS maintains registration information for 60 days past the plate expiration date. A personalized license plate should be inquired by the year of expiration displayed on the window validation sticker. If the DMV has not received notification from a county tax office concerning which vehicle has been issued the personalized plate, the return defaults to the name and address of the individual the plate was issued to.

Personalized Plate Return

R-AUG/17 LIC OLDTGH, OLD # OLDTGH
00, LEKS, SW, JT6GF10UBY0079460, COLOR: UNK
LUCY N DESKY, 11266 DIAMOND LN, APT 2422, AUSTIN, TX, 78759
LIEN RECORDED
ACTUAL MILEAGE.SPECIAL PLATE.PAPER TITLE.DUPLICATE REG - RECORD 1 OF 2.

R-MAR/96 LIC OLDTGH, OLD # OLDTGH
89, TOYT, 4D, 4T1SV21E1UK053555, COLOR: UNK
LUCY N DESKYS, 12113 MICHELLE ROAD #512, AUSTIN, TX, 78758
REGISTRATION INVALID.ACTUAL MILEAGE.TITLE SURRENDERED TO: CO ON 1996/07/09.CCO
MRI: 10214574 IN: MVDWS 26967 AT 08NOV2016 07:42:07
OUT: M304 3 AT 08NOV2016 07:42:07

**** STOLEN **** VERIFY TCIC BY VIN

Most comments in Texas registration returns will be regarding titling and licensing ONLY, however TLETS users should pay attention to the comment: “VERIFY**** STOLEN****TCIC BY VIN”. The DMV database will include information on vehicles entered as stolen in TCIC. However this database is not updated on a 24/7 basis, so several days could pass before a stolen vehicle remark is removed when the vehicle is recovered. When receiving the comment “VERIFY**** STOLEN****TCIC BY VIN”, operators should inquire into TCIC using the stolen vehicle inquiry (QV) to verify the status of the vehicle before taking action.

STOLEN VERIFY TCIC BY VIN Return

R-OCT/07 LIC 03ABC4, OLD # 4BFF64
74, FORD, VN, E37GHT00142, COLOR: UNK
IMA D WALRUS, 9200 EGGMAN DRIVE, AUSTIN, TX, 78753
**** STOLEN **** VERIFY TCIC BY VIN.PAPER TITLE.
MRI: 10303879 IN: MVDWS 34679 AT 08NOV2016 08:39:21
OUT: M304 9 AT 08NOV2016 08:39:21

If the remark remains on the DMV record for more than five days following the record being cleared from the TCIC/NCIC database by the entering agency, the inquiring agency should send an AM to the TCIC Control Room at CRDP. Do NOT send messages requesting removal of these stolen records until five days have passed from the date the record was cleared from the TCIC/NCIC database.
License Plate with Owner

Vehicle dealers are required to remove license plates and registration stickers from passenger cars and trucks purchased or received in trade. When a customer sells and then purchases another vehicle from the same dealer, the dealer is expected to make an offer to transfer the plates to the customer’s new vehicle. By keeping the license plate number assigned to an individual, law enforcement and homeland security should be able to more easily trace the license plate number to the authorized owner(s) assigned the license plate number.

In private sales, the seller has the option of removing the vehicle license plate from the vehicle being sold. DMV highly recommends that the seller retain the plates of their vehicle and transfer them to another seller-owned vehicle or destroy the license plates. The idea is that when license plates remain with the same person throughout the lifetime of the license plate, the chance that a vehicle is misidentified in active law enforcement investigations is reduced substantially.

In a “plate-with-owner” situation, the DMV response will reflect whether the plate is:

- Reassigned to another vehicle
- Not successfully reassigned to another vehicle

If no new assignment of the plate has occurred, the operator of the vehicle should be able to present proof that the vehicle is legally registered. When license plates have been removed from the vehicle and the dealer or owner has completely followed through the assignment of the plates to another vehicle registration and RTS has been updated, the response will contain the plate-to-owner as well as the vehicle registration. In this case, the actual registration information will vary depending on whether the request was a Basic, Enhanced Basic, Complete or All – Enhanced Complete.

Plate with Owner Return

SELECT REQUEST: VIN 1P3ES27CXTD648146

LICENSE PLATE: 279WWT VALID:2008/10/25 00:00:00-- 0/0/0 0:0:0
PREVIOUS VEHICLE INFORMATION:
YR:1996 MAK:PLYMOUTH MODL:NEO STYL:4D SEDAN
VIN: 1P3ES27CXTD648146 TITLE 1500003957120305
LICENSE PLATE STATUS: PLATE WITH OWNER
PLATE OWNER: DAFFY DUCK,1103 DISNEYLAND,CALIFORNIA,90643
REMARKS: ADDITIONAL RTS REGISTRATION AVAILABLE

Second output: Previous RTS registration information.
LIC 279WWT EXPIRES NOV/08 EWT 2500 GWT 2500
PASSENGER PLT, STKR REG CLASS 25 $ 52.55
TITLE 1500003957120305 ISSUED 05/13/08 ODOMETER N/A
96 PLYM 4D 1P3ES27CXTD648146 PASS
PREVIOUS OWNER MICKEY MOUSE,LLANO,TX
OWNER DAFFY DUCK,DISNEYLAND CALIFORNIA 90643
PLATE AGE: 1
REMARKS PLATE REMOVED FROM VEHICLE.RELEASE OF PERSONAL INFO RESTRICTED.VEH
TRANSFERRED:2008/10/25.
MRI: 70671120 IN: MVD1 32366 AT 02DEC2008 10:56:22
OUT: TWFX 8 AT 02DEC2008 10:56:22
**Dealer License Plates**

The response for dealer plates contains the expiration date, dealer name, address and dealer number, plate status and in most cases the VTR regional office/county code of where the plate was issued. Because dealer tags are not associated with a particular vehicle/VIN number, RTS does not return actual vehicle registration.

**Dealer Plate Return**

```plaintext
YYYY MM DEALER P00000
ISSUED TO
<DEALER NAME>
<DEALER STREET ADDRESS>
<CITY STATE AND ZIP>
MASTER DEALER NUMBER XXX
PLATE EXPIRES: YYYY/MM PLATE STATUS: XXXXXX
CODE <VTR OFFICE> <COUNTY CODE>
```

When the Code is displayed as “000”, it could mean:
- Dealership franchises do not receive plates
- VTR office and County Code are unavailable

**Temporary e-Tags**

Temporary e-Tags are designed to make processing dealer tags fast and easy for dealerships throughout the state while making temporary tag information available in almost real-time to law enforcement. Dealers who hold a General Distinguishing Number license can issue dealer temporary tags, buyer’s temporary tags and Internet-down temporary tags for each type of vehicle the dealer is licensed to sell.

Temporary e-tags are to be placed on all (new, used and trailers) vehicles sold. They are placed in the rear license plate display area of the vehicle and should be secured with double sided tape or with a license plate holder to keep the tag from flapping up in the wind. If the buyer wants to put their old plates on the “new” vehicle they buy, the e-Tag must go on top of the old plate until the registration sticker is issued by the county tax office.

Types of Temporary e-tags:
- Buyer’s Tag - Top line will read “Texas Buyer”
- Dealer’s Temporary Tags
- Dealer’s Tag (Assigned to Vehicle) - Top line reads “Texas Dealer” second line indicates Dealer
- Dealer’s Tag (Assigned to Agent) - Top line reads “Texas Dealer” second line indicates Dealer, the agent’s name will be displayed in the TLETS response
- Converter’s Tags - Top line reads “Texas Converter”
- Internet Down Tag - Used when the dealer temporarily cannot access the Internet. It is a blank template that requires the dealer to fill in all the information except the vehicle specific number. This vehicle specific information will be entered into the database within 48 hours.
- Emergency Tag – Used when power and/or Internet connectivity is unavailable for more than 48 hours. This type of tag will be rarely used except in emergency situations such as a Hurricane or Flood. Information will not be turned into the state database until the Dealer service is restored.
Temporary e-Tag Returns

SELECTION REQUEST: TEMPORARY TAG XXXXXXX
YR:YYYY MAK:<VEHICLE MAKE> MODL:<VEHICLE MODEL> STYL:<VEHICLE STYLE>
VIN: XXXXXXXXXXXXXXXXXXX
BUYER TEMPORARY TAG
NAME:  <FIRST NAME>  <LAST NAME>,<ADDRESS>,<CITY>,<STATE>,<ZIP>

SELECTION REQUEST: TEMPORARY TAG XXXXXXX
TEMPORARY TAG: XXXXXXX  VALID:YYYY/MM/DD 00:00:00--YYYY/MM/DD 00:00:00
YR:0000 MAK:
DEALER TEMPORARY TAG - AGENT
REASON: DEMONSTRATION
NAME:  <AGENT NAME>,<ADDRESS>,<CITY>,<STATE>,<ZIP>

SELECTION REQUEST: TEMPORARY TAG XXXXXXX
TEMPORARY TAG: XXXXXXX  VALID:2009/05/21 00:00:00--2009/07/20 00:00:00
YR:YYYY MAK:<VEHICLE MAKE> MODL:<VEHICLE MODEL> STYL:<VEHICLE STYLE>
VIN: XXXXXXXXXXXXXXXXXXX
DEALER TEMPORARY TAG - VEHICLE
REASON: FOR TRANSIT
NAME:  <DEALER NAME>,<ADDRESS>,<CITY>,<STATE>,<ZIP>

Secondary paperwork should be carried in the vehicle when it is displaying temporary e-tags. The buyer is required to carry the buyer’s receipt until the vehicle is registered and titled in their name. The information on the secondary paperwork must match the information on the preprinted tag. Secondary paperwork for dealers and converter tags is not required to be carried in the vehicle.

More information, including investigator assistance, can be obtained from (512) 416-4911 or MVD_LawEnforcementTraining@dot.state.tx.us

Voided License Plates

An inquiry by license plate number may result in a “VOIDED LICENSE” response. This response occurs when a license plate has been returned to a DMV VTR regional office, most often from a wrecking yard, and should not be displayed on a vehicle. In this case, the manual check may be requested by license plate number. Include a statement that the TLETS inquiry response for that plate number indicates an invalid registration.

Voided Plate Return

R-SEP/10 LIC ABC232, OLD # ABC232
92, VOLV, 4D, YY1AS8807N1471317, COLOR: UNK
ROCKY RACOON, 12331 SGT. PEPPER DRIVE, AUSTIN, TX, 78759
EVIDENCE SURR. BY SALVAGE YARD.SALVAGE YARD # 227300750.JUNKED ON 20
10/04/29. EVIDENCE SURRENDERED: .PAPER TITLE.
MRT: 10811593 IN: MVDWS 76037 AT 08NOV2016 13:14:41
OUT: M304 12 AT 08NOV2016 13:14:41
No Record Response

A response of “NO RECORD RTS DATABASE” will be returned when TXDMV has searched all possible data sources and there is no matching information for the search criteria used. When a “NO RECORD” response is received and the VIN is for a vehicle manufactured prior to 1991, a manual check of the VTR purged microfiche records may be needed. The make and year of the vehicle must be included with the manual check request. If the VIN is for a vehicle manufactured after 1991, the National Insurance Crime Bureau (NICB) database can be used to obtain additional information.

Disabled Person Placard Inquiry

The TXDMV Disabled Person Identification Placard information is available through the Electronic Placard Database (EPD). The temporary disabled person permit is red and the first character will be R followed by eight numbers and ending with P. Example: R12345678P. The permanent disabled person placard is blue and the first character will be B followed by 8 numbers and ending with P.

Disabled Person Placard information can be made by inquiring with the REG transaction form using the Placard (PLCD) field or with the RSDW, RSDWW, Master Query and RQ transactions using the License Plate (LIC) field. When using the LIC field, TXDMV will check RTS database and will perform a “look-aside” into the Placard database for a possible match.

Disabled Person Placard Return

SELECTION REQUEST: PLACARD B12345678P

PERMANENT DISABLED PLACARD PLACARD B12345678P:
VALID:03/05/2013--03/2017

DISABLED PERSON NAME: BILLY SHEARS
5725 LONELY HEARTS CLUB ROAD
FORT WORTH, TX, 76133
TARRANT COUNTY
TX DL OF DISABLED PERSON#: 02345678
MRI: 10866282 IN: MVDWS 80208 AT 08NOV2016 13:42:26
OUT: M304 15 AT 08NOV2016 13:42:26

Manual Texas Vehicle Registration Checks

When experiencing problems in a registration response, confirm a “complete” registration inquiry was made before requesting a manual check. To request a manual check, send an administrative message to 67X1, DPS AUSTIN Communications ATTN: DMV. The information requested along with the specific reason must be included or the request will be rejected. Information is available 8-5 Monday-Friday only.
National Motor Vehicle Title Information System (NMVTIS)

The National Motor Vehicle Title Information System (NMVTIS) provides previous vehicle title information from various state jurisdictions (Texas, Louisiana). Any registration (plate number) or VIN that has a previous title number (TTL) will have an additional line added to the return. This information will appear after the line containing the VIN. Additional information can be found in the “Remarks” section (example: “NMVTIS HOLD”). The American Association of Motor Vehicle Administrators uses this to indicate that their database has a related violation/discrepancy related to the vehicle title.

Other remarks that are NOT related to NMVTIS are:
TOLL SCOFLAW – Toll violations (maximum of 3) in ascending chronological date (oldest to newest)
CRUSHED – The date the vehicle was crushed.

NMVTIS Returns

LIC CDX4458 EXPIRES DEC/14 EWT 3880 GWT 3880
PASSENGER-TRUCK PLT, STKR REG CLASS 02 $ 60.25
TITLE 24800041505110009 ISSUED ODOMETER 91423
05 NISS PK 1N6ED29X24C423153 PASS COLOR: GRY
PREV TTL: JUR LA TTL # 71717182828271717 ISSUE 03/11/2011
PREVIOUS OWNER MARCO H AYALA/MARIA GAY, POMONA, CA
OWNER MARCO AYALA, MARIA AYALA, 701 MARTIN ST, KERMIT, TX 79745
PLATE AGE: 0
REMARKS TITLE REJECTED 2013/08/23.NMVTIS HOLD:07/03/2013.ACTUAL MILEAGE.DATE OF
ASSIGNMENT:2013/08/20.PAPER TITLE. SPCLREGID: 00000000, DBN=5;
MRI: 67867 IN: MVD 110 AT 02APR2014 18:02:11
OUT: U8ME 3 AT 02APR2014 18:02:11

LIC CFC7686 EXPIRES DEC/14 EWT 3800 GWT 4800
PASSENGER-TRUCK PLT, STKR REG CLASS 03 $ 62.75
TITLE 08431738942112112 ISSUED 02/14/07 ODOMETER 73
07 TOYT PK 3TMKU72N86M008593 TRK<=1 COLOR: SIL
PREVIOUS OWNER STAR TOYOTA, LEAGUE CITY, TX
OWNER ERNEST JUNEMANN, 103 14TH AVE N, TEXAS CITY, TX 77590
LIEN 12/27/06 GULF SHORE FCU, PO BOX 1499, TEXAS CITY, TX 77592
PLATE AGE: 0
REMARKS ACTUAL MILEAGE.TOLL SCOFLAW: GRAYSON C O RMA.TOLL SCOFLAW:
N TX TOLL AUTHORITY.TOLL SCOFLAW: CAMERON C O RMA.PAPER TITLE.VEHICLE
CRUSHED:12/20/2013.BRAND HOLD DATE 12/21/2013. SPCLREGID: 000000000. DBN=5;
MRI: 83064 IN: MVD 6 AT 18APR2014 13:46:43
OUT: U8ME 1 AT 18APR2014 13:46:43
Texas Sure: Texas Financial Responsibility Verification Program

TexasSure, Texas Financial Responsibility Verification Program (FRVP), came about when the Texas Legislature directed the Texas Departments of Insurance, Public Safety, Motor Vehicles and Information Resources to develop a system to reduce the number of uninsured motorists. Working together, the agencies have compiled a database that connects every registered vehicle in the state by its license plate, vehicle identification number (VIN) and liability insurance policy. Law enforcement officers can conduct a routine license plate inquiry that will return a verification if the vehicle has valid liability insurance. More information is available at: www.texassure.com or by contacting TexasSure@tdi.texas.gov.

The FRVP system receives the following updates weekly:
- Registered vehicles in the TXDMV Database
- Self-insured vehicle information from DPS
- Private passenger automobile liability policy information from auto insurance agencies in Texas
- Commercial vehicle liability policy information that has been voluntarily provided (not required)

Liability Insurance information can be accessed via the Texas vehicle registration inquiry forms: REG, RSDW, Master Query and RQ (when sent to TX). The forms allow the operator to choose how much information is returned in the response. Operators may select either a routine or an extended response.

By law, the FRVP database is to be used by law enforcement to help identify if a driver is insured or uninsured. DPS does not consider the information provided to be adequate probable cause to stop a vehicle. The database can only be used as a tool to verify insurance once a stop has taken place.

Some local jurisdictions have ordinances that allow vehicles to be impounded for no insurance. It should be noted that a response of "Unconfirmed," "Verify Manually" or "Multiple" from the database does not provide authority to impound the vehicle based solely on the Texas Transportation Code. If the FRVP system provides a response of "Unconfirmed," "Verify Manually", or "Multiple" the officer should verify insurance through existing methods before taking any action. Drivers are still required to carry proof of insurance.

Insurance companies having passenger vehicles insured on a commercial policy are not required to participate in the FRVP; however some companies do voluntarily report these policies. Therefore, passenger autos insured under a commercial auto policy will generally not be confirmed through the system and it is recommended that officers use existing methods to determine if proof of insurance exists.

Self-insured individuals and companies may be included since DPS does provide weekly submissions to self-insured data. Law enforcement officers should continue to accept the self-insurance certificate issued by DPS as proof of insurance. Trailer information is included in this database and will respond with “Verify Manually.”

Financial Responsibility Verification Program Returns

There are four possible responses to an inquiry submitted to the FRVP database.
- Confirmed
- Unconfirmed
- Verify Manually
- Multiple
**Confirmed Responses**

The "Confirmed" response indicates the vehicle and/or person have been identified in the database and vehicle insurance coverage has been confirmed. A confirmed response will be returned if a match is made and the policy has not expired or if the policy has expired within the last 14 days.

**Routine Return – Note: Record is Confirmed**

REGARDING INQUIRY ON: ABCXXX
Insurance Status: Confirmed
Registered To: JOHN LENNON
OLN: Not Available
Vehicle Registration (LIC): Not Available
Vehicle Id Number (VIN): ABCXXXVIN11111
Vehicle Make: NISS
Vehicle Model: QST
Vehicle Year: 2008
MRI: 7682518 IN: FRVP 1 AT 22SEP2008 08:51:29
OUT: TWFX 1 AT 22SEP2008 08:51:30

**Extended Return – Note: Record is Confirmed**

REGARDING INQUIRY ON: ABCXXX
Insurance Status: Confirmed
Registered To: JOHN LENNON
OLN: Not Available
Vehicle Registration (LIC): Not Available
Vehicle Id Number (VIN): ABCXXXVIN11111
Vehicle Make: TOYT
Vehicle Model: CXL
Vehicle Year: 2001
Excluded Driver: RINGO STARR DOB: 19680817 OLN:
Insurance Carrier: State Farm Insurance
NAIC#; 11B11
Policy ID #: 11BR11111111
Policy Type: Personal
Policy Effective date: 20010704
Policy Expiration date: 20081120
Mileage Expiration: Not Available
MRI: 7682521 IN: FRVP 2 AT 22SEP2008 09:13:19
OUT: TWFX 3 AT 22SEP2008 09:13:19
Unconfirmed Responses

An "Unconfirmed" response indicates the vehicle was located in the database, however, insurance coverage was not confirmed. “Additional Detail” will be one of the following:

- Vehicle coverage expired
- No vehicle coverage found
- Vehicle last match not within 45 days
- Vehicle coverage expired; Vehicle last match not within 45 days
- Vehicle coverage expiration unknown; Vehicle last match not within 45 days

Extended Return – “Unconfirmed”

REGARDING INQUIRY ON: ABCXXX
Insurance Status: Unconfirmed
Registered To: PAUL MCCARTNEY
OLN: Not Available
Vehicle Registration (LIC): Not Available
Vehicle Id Number (VIN): ABCXXXVIN11111
Vehicle Make: TOYT
Vehicle Model: XSL
Vehicle Year: 2008
Additional Detail: Vehicle Last Match not within 45 days;
Insurance Carrier: Farmers Texas County Mutual
NAIC#: 24392
Policy ID #: 43336473
Policy Type: Personal
Policy Effective date: 20080120
Policy Expiration date: 20080720
Mileage Expiration: Not Available
MRI: 1111111 IN: FRVP 3 AT 22SEP2008 10:09:37
OUT: TWFX 5 AT 22SEP2008 10:09:38

Verify Manually Response

A "Verify Manually" response does not indicate that the individual is uninsured. This indicates one of the following conditions exist:

- VIN and/or plate are incorrect and cannot be located in the database
- Vehicle’s registration has been expired for over 18 months
- Vehicle was recently purchased
- Plates were recently changed

Routine and Extended Returns – “Verify Manually”

REGARDING INQUIRY ON: XXXYYYY
VERIFY MANUALLY
MRI: 7682550 IN: FRVP 4 AT 22SEP2008 10:17:32
OUT: TWFX 7 AT 22SEP2008 10:17:32
**Multiple Response**

A "Multiple" response indicates the VIN and/or plate has matched against two or more records within the TXDOT database. This does not necessarily indicate the vehicle is not insured.

**Extended Return – “MULTIPLE”**

REGARDING INQUIRY ON: XXXYYYY  
Insurance Status: Multiple  
Operator/Owner:  
OLN: Not Available  
Vehicle Registration (LIC): Not Available  
Vehicle Id Number (VIN): Not Available  
Vehicle Make: Not Available  
Vehicle Model: Not Available  
Vehicle Year: Not Available  
Insurance Carrier: Not Available  
NAIC#: Not Available  
Policy ID #: Not Available  
Policy Type: Not Available  
Policy Effective date: Not Available  
Policy Expiration date: Not Available  
Mileage Expiration: Not Available  
MRI: 7682586 IN: FRVP 5 AT 22SEP2008 10:59:58  
OUT: TWFX 14 AT 22SEP2008 10:59:58
Texas License Plate Reader Inquiry

Law enforcement officials have a duty to investigate crimes and criminal activity. To fulfill this responsibility, officers collect, analyze, disseminate and retain a variety of information which should include active and historical LPR data. One of the purposes of collecting license plate data is sharing it across jurisdictions. TXDPS has created a LPR data-sharing program that can be accessed via TLETS.

Query Texas License Plate Reader File (QLP)

Agency/Case Data
- Originating Agency Identifier (ORI)

Record Identifying Data
- License Plate (LIC)
- License State (LIS)
- Exact Match on LIS?
- Begin Date for search (BEG)
- End Date for Search (END)
- LPR Record Number (PIC)

Special Options
- Control Field (CTL)

Texas License Plate Reader Return

TXLPR RESPONSE FOR QLP.TX0000032.LIC/ABC1234 2 RECORDS RETURNED

LIC: ABC1234 LIS: NY PIC: 22817522
LATITUDE: 30D00M00.00S LONGITUDE: -97D30M00.00S
DATE/TIME: 09/16/2014 15:20:31
RECORD HOLDER: TX1018100 HIDTA, HOUSTON

LIC: ABC1234 LIS: VT PIC: 16529364
LATITUDE: 30D00M00.00S LONGITUDE: -97D30M00.00S
DATE/TIME: 09/04/2014 12:40:06
RECORD HOLDER: TX1018100 HIDTA, HOUSTON

**** TXDPS PROVIDES THE INFORMATION CONTAINED HEREIN SOLELY AS AN INVESTIGATORY AID. SINCE THESE RECORDS ARE NOT VALIDATED, TXDPS DOES NOT GUARANTEE OR WARRANT THEIR LEGITIMACY. PLEASE USE SECONDARY VERIFICATION BEFORE YOU TAKE ANY ENFORCEMENT ACTION. ****

MRI: 71983639 IN: LPR 12 AT 28MAY2015 12:53:36
OUT: M304 6 AT 28MAY2015 12:53:36
Vehicle Registration Transactions

Vehicle registration information is available from all 50 states by using the Nlets Point of Entry (POE) or Region Codes. The Diplomatic, General Service Administration and Mexican Carrier and Authorization License Plate files are also available through Nlets. In addition, inquiries can be made into the NICB Border Crossing and National Vehicles Services License Plate Reader files. Inquiries may be made with up to five destinations.

Please note that vehicle registration inquiries to Missouri (MO) by VIN require the vehicle make and year.

To access information use the POE code:

<table>
<thead>
<tr>
<th>POE</th>
<th>State or Region Destination Codes</th>
</tr>
</thead>
<tbody>
<tr>
<td>US</td>
<td>Diplomatic Vehicles</td>
</tr>
<tr>
<td>GS</td>
<td>General Service Administration (GSA) Vehicles</td>
</tr>
<tr>
<td>MX</td>
<td>Mexican Commercial Vehicles</td>
</tr>
<tr>
<td>NA</td>
<td>NCIC Border Crossing</td>
</tr>
<tr>
<td>VS</td>
<td>National Vehicle Service</td>
</tr>
<tr>
<td>LP</td>
<td>License Plate Readers</td>
</tr>
</tbody>
</table>

Query Registration by LIC or VIN Number (RQ)

Agency/Case Data
- Originating Agency Code (ORI)
- Nlets Destination Code (DRI)

License Plate Data
- License Plate (LIC)
- License year (LIY)
- License Type (LIT)
- Financial Responsibility Type (FRT)

Vehicle Data
- Vehicle ID Number (VIN)
- Year of Manufacture (VYR)
- Make (VMA)

Special Options
- Control Field (CTL)
Out of State Vehicle Registration Returns

RR.LALSP0099
13:31 11/08/2016 09260
13:31 11/08/2016 88494 TX0000032
TXT
B3.TX0000032.MR10960683.0C44376292.

VYR/2014 VMA/KIA VMO/OPT VST/4D VCO/SIL
VIN/5XXGN4A7XEG276632 LIC/ABC624 EXP/062018
SALLY L TALL OLN/ 01234567
131 NOWHERE MAN DRIVE
YOUNGSVILLE LA 70592
FLAGS 1L EL SN TITLE EAKA
2NM 2NST CS ZIP
LIEN1 KIA MOTORS FINANCE AMT DTE 070314
ADR PO BOX 105299 CS ATLANTA GA ZIP 30348
N/U N DAQ 061414 PRT PRL EXP DATE
TTA 11 TRDA 070914 TTB 51 TRDB 050916 MF.
MRI: 10960757 IN: NLET 92222 AT 08NOV2016 14:31:44
OUT: M304 28 AT 08NOV2016 14:31:44

RR.VADMVRH99
14:57 01/09/2014 18109
14:57 01/09/2014 09022 TX0000028
TXT

LIC/8738Y2. LIY/2014/05.ISS/2005/06/27.
DAPFY DUCK , DAISY DUCK
CUST ADDR: 876 Sycamore Blvd DUCKVILLE, VA 786133983
VIN/8WSIR4M49QJ873415 VYR/2011. VMA/FORD.
VST/4D. SSN/123456789 T876482597.
*EXP/2014/05/31. WGT/3975. REG STATUS/INACTIVE. PLT STATUS/RENEWAL. LIEN..
VEH USE/PRIVATE. VEH DISP/MOVED.CUR VCO/BLU.ORI VCO/BLU. DP/.
INTERLOCK/.VOA/.VOAT/.

** NOTICE **
INFORMATION OBTAINED FROM VCIN MAY BE USED FOR CRIMINAL JUSTICE PURPOSES ONLY.
MRI: 18507697 IN: NLET 112970 AT 09JAN2014 15:58:26
OUT: M222 1 AT 09JAN2014 15:58:26

Responses are not standardized and will vary substantially in format from state to state. Typical abbreviations used in responses are:

<table>
<thead>
<tr>
<th>Abbreviation</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>LIC</td>
<td>License Number</td>
</tr>
<tr>
<td>LIT</td>
<td>License Type</td>
</tr>
<tr>
<td>LIY</td>
<td>License Year</td>
</tr>
<tr>
<td>VIN</td>
<td>Vehicle Id Number</td>
</tr>
<tr>
<td>VYR</td>
<td>Vehicle Year</td>
</tr>
<tr>
<td>VMA</td>
<td>Vehicle Make</td>
</tr>
<tr>
<td>VMO</td>
<td>Vehicle Model</td>
</tr>
<tr>
<td>VST</td>
<td>Vehicle Style</td>
</tr>
<tr>
<td>VCO</td>
<td>Vehicle Color</td>
</tr>
</tbody>
</table>

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Diplomatic License Plates File

The U.S. Department of State, Office of Foreign Missions maintains vehicle registration information on diplomatic license plates issued to diplomats, counsels and staff of foreign missions. Inquiries into the Diplomatic License Plate file can be made using the destination code of US.

Government License Plates File

The General Services Administration (GSA) maintains government license plate records in the GSA database. Inquiries on government license plates beginning with the letter can be made using the destination code of GS.

<table>
<thead>
<tr>
<th>Agency</th>
<th>Code</th>
<th>Agency</th>
<th>Code</th>
</tr>
</thead>
<tbody>
<tr>
<td>Action (Federal Domestic Volunteer)</td>
<td>ACT</td>
<td>Interior Department</td>
<td>I</td>
</tr>
<tr>
<td>Agriculture Dept</td>
<td>A</td>
<td>Interstate Commerce Commission</td>
<td>IC</td>
</tr>
<tr>
<td>Air Force</td>
<td>AF</td>
<td>Judicial Branch of Government</td>
<td>JB</td>
</tr>
<tr>
<td>Army</td>
<td>W</td>
<td>Justice Department</td>
<td>J</td>
</tr>
<tr>
<td>Commerce Dept</td>
<td>C</td>
<td>Labor Department</td>
<td>L</td>
</tr>
<tr>
<td>Consumer Product Safety Commission</td>
<td>CPSC</td>
<td>Legislative Branch</td>
<td>LB</td>
</tr>
<tr>
<td>Corps of Engineers, Civil Works</td>
<td>CE</td>
<td>Marine Corps</td>
<td>MC</td>
</tr>
<tr>
<td>Defense Commissary Agency</td>
<td>DECA</td>
<td>National Aeronautics and Space Admin</td>
<td>NA</td>
</tr>
<tr>
<td>Defense Contract Audit Agency</td>
<td>DA</td>
<td>National Capital Housing Authority</td>
<td>NH</td>
</tr>
<tr>
<td>Defense Department</td>
<td>D</td>
<td>National Capital Planning Commission</td>
<td>NP</td>
</tr>
<tr>
<td>Defense Logistics Agency</td>
<td>DLA</td>
<td>National Guard Bureau</td>
<td>NG</td>
</tr>
<tr>
<td>Education Department</td>
<td>ED</td>
<td>National Labor Board Relations</td>
<td>NL</td>
</tr>
<tr>
<td>Energy Department</td>
<td>E</td>
<td>National Science Foundation</td>
<td>NS</td>
</tr>
<tr>
<td>Environmental Protection Agency</td>
<td>EPA</td>
<td>Navy Department</td>
<td>N</td>
</tr>
<tr>
<td>Executive Office of the President</td>
<td>EO</td>
<td>Nuclear Regulatory Commission</td>
<td>NRC</td>
</tr>
<tr>
<td>Council of Economic Advisers</td>
<td>Office of Personnel Management</td>
<td>OPM</td>
<td></td>
</tr>
<tr>
<td>National Security Council</td>
<td>Panama Canal Commission</td>
<td>PC</td>
<td></td>
</tr>
<tr>
<td>Office of Management and Budget</td>
<td>Railroad Retirement Board</td>
<td>RR</td>
<td></td>
</tr>
<tr>
<td>Export-Import Bank of the United States</td>
<td>EB</td>
<td>Renegotiations Board</td>
<td>RB</td>
</tr>
<tr>
<td>Federal Communications Commission</td>
<td>FC</td>
<td>Securities and Exchange Commission</td>
<td>SE</td>
</tr>
<tr>
<td>Federal Deposit Insurance Corporation</td>
<td>FD</td>
<td>Selective Service System</td>
<td>SS</td>
</tr>
<tr>
<td>Federal Emergency Management Agency</td>
<td>FE</td>
<td>Small Business Administration</td>
<td>SB</td>
</tr>
<tr>
<td>Federal Home Loan Bank Board</td>
<td>FB</td>
<td>Smithsonian Institute</td>
<td>SI</td>
</tr>
<tr>
<td>Federal Mediation and Conciliation Services</td>
<td>FM</td>
<td>National Gallery of Art</td>
<td>SI</td>
</tr>
<tr>
<td>Federal Reserve System</td>
<td>FR</td>
<td>Soldiers and Airmen’s Home, US</td>
<td>SH</td>
</tr>
<tr>
<td>Federal Trade Commission</td>
<td>FT</td>
<td>State Department</td>
<td>S</td>
</tr>
<tr>
<td>General Accounting Office</td>
<td>GA</td>
<td>Tennessee Valley Authority</td>
<td>TV</td>
</tr>
<tr>
<td>General Services Administration</td>
<td>GS</td>
<td>Transportation Department</td>
<td>DOT</td>
</tr>
<tr>
<td>Government Printing Office</td>
<td>GP</td>
<td>Treasury Department</td>
<td>T</td>
</tr>
<tr>
<td>Health and Human Services Department</td>
<td>HHS</td>
<td>United States Information Agency</td>
<td>IA</td>
</tr>
<tr>
<td>Housing and Urban Development</td>
<td>H</td>
<td>United States Postal Service</td>
<td>P</td>
</tr>
<tr>
<td>Interagency Fleet Management GSA</td>
<td>G</td>
<td>Veterans Affairs Department</td>
<td>VA</td>
</tr>
</tbody>
</table>
Mexican Commercial License Plates

Inquiries to the POE code of MX will cause an inquiry into the following two databases:

- Mexican Carrier and Authorization Database
- United States Insurance Verification Authentication (USIVA) Program

Mexican Carrier and Authorization Database

The Mexican Carrier and Authorization Database was created in response to the North American Free Trade Agreement (NAFTA) to assist the Mexican government with issuing carrier operating permits, vehicle license plates and vehicle highway permits. The database is housed in Mexico City and contains only commercial cargo carriers registered with the Mexican federal government. All commercial vehicles that cross the United States/Mexican border are required to be federally registered and included in this file. If the Mexican Commercial Vehicle inquiry results in a "NOT ON FILE," the vehicle is not considered registered and is in violation of US-DOT operating authority. Information on commercial carriers that are not registered with the Mexican Federal government can be obtained by sending a manual request in the form of an AM message to ORI/DCINTER00.

Mexican Carrier and Authorization Return

BR.MXLIC0000
08:10 02/24/2012 24043
08:10 02/24/2012 24097 TX00000B2
TXT
LIC/014DD1
TRANSPORTES INTERMEX S.A. DE C.V.
AV. INDUSTRIALES, ZONA INDUSTRIA, CUAUTITLAN IZCAL 54730.
VIN/197170.VYR/1976.ENGINE_NO/28112007
LIT/TRACTOR - 3 AXLES.VMA/MEXICO
LIC_STATUS/STOLEN OR LOST.LIC_ISSUED/05031999
REGISTRANT_RFC/TIN751127RHA.REGISTRANT_STATUS/UNDER INVESTIGATION
LIC_CLASS/FREIGHT MOTOR FGN INV.VST/TRACTOR
LIC_SERVICE/HAZMATS (FOREIGN INVEST)

NOTE: THIS IS A RESPONSE FROM MX AUTHORIZATIONS INFORMATION

Possible License Plate Status Codes:

<table>
<thead>
<tr>
<th>Assigned (Only Positive Status)</th>
<th>NOT RECEIVED</th>
</tr>
</thead>
<tbody>
<tr>
<td>AVAILABLE</td>
<td>WITHDRAWAL EXCHANGED</td>
</tr>
<tr>
<td>CANCELLED</td>
<td>WITHOUT DECAL</td>
</tr>
<tr>
<td>STOLEN OR LOST</td>
<td>PREVENTIVE SEIZURE</td>
</tr>
<tr>
<td>WITHDRAWAL PER RULE</td>
<td>MISSING</td>
</tr>
<tr>
<td>DAMAGED</td>
<td>WITHDRAWAL NEW NAME</td>
</tr>
<tr>
<td>WITHDRAWAL NOTICE</td>
<td>UNDER INSPECTION</td>
</tr>
<tr>
<td>WITHDRAWAL IMPounded</td>
<td></td>
</tr>
</tbody>
</table>

Possible Registrant Status Codes:

| REGISTERED                      | BANKRUPT |
| WITHDRAWN                       | WITHDRAWN/MERGER |
| SUSPENDED                       | UNDER INVESTIGATION |
**United States Insurance Verification Authentication Program**

The United States Insurance Verification Authentication (USIVA) program is housed at Nlets in Phoenix, Arizona. The law requires vehicles traveling into the United States from Mexico to be insured so this database provides information on Mexican vehicles traveling into the United States. The database receives an electronic copy of each Mexican insurance policy in real time. USIVA includes information regarding both commercial and non-commercial vehicles.

**USIVA Return**

RR.MX0000000
07:57 02/24/2012 20956
07:57 02/24/2012 24049 TX00000B2
TXT
CURRENT TRAVEL POLICY AS OF 2012-02-24
POLICY NUMBER: HRC-0170704
POLICY STATUS: UNKNOWN
EFFECTIVE START DATE: 2011-09-12
EFFECTIVE END DATE: 2012-09-11
EFFECTIVE DAYS: 365
POLICY PREMIUM: 109.51
SUM INSURED: 1500000
INSURED FULL NAME: ZZZTEST POLICY
INSURED ADDRESS: CGENERAL MIGUEL BARRAGAN 1033
INSURED CITY: AGUASCALIENTES
INSURED STATE: AGUASCALIENTES
*** VEHICLE DETAILS ***
VEHICLE VIN: WVWUE06X1R5101AA
VEHICLE PLATE: AAA3649
VEHICLE INFO: GENERALMOTORS SILVERADO 2500 CAB REG LS 4X2 2007 PAQUETE A
VEHICLE TYPE: PRIVATE

Illustrations of base Mexican personal vehicle license plates by Mexican state may be found at: [http://www.15q.net/currmex.html](http://www.15q.net/currmex.html)

If your agency has a motor vehicle theft bureau and there is a desire to check stolen vehicles in Mexico contact US Operations Director Mario Crosswell-Estefan at mariocrosswell@yahoo.com or by phone 210-545-7100 for accessing Mexico’s stolen vehicle webpage site.
License Plate Recognition/License Plate Reader Systems

Inquiries in the License Plate Recognition and Reader Systems can be accessed with the following POE codes:

<table>
<thead>
<tr>
<th>POE Code</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>NA</td>
<td>US Customs and Border Protection/National Insurance Crime Bureau Database</td>
</tr>
<tr>
<td>VS</td>
<td>National Vehicle Service Database</td>
</tr>
<tr>
<td>LP</td>
<td>Both the USCBP/NICB and the NVS Databases</td>
</tr>
</tbody>
</table>

**US Customs and Border Protection**

The US Customs and Border Protection (CBP) has license plate reader cameras at the Mexican and Canadian borders to collect information as vehicles depart and enter the United States. The project utilizes special cameras that are placed at inbound and outbound lanes at the United States border and border check points. CBP has engaged The National Insurance Crime Bureau (NICB) to collect and store the information collected from the cameras in a database. The database was initially established to help identify stolen vehicle traffic patterns along the southern and northern borders of the United States. However the information obtained has been proven useful in many other types of investigations.

To run a CBP/NICB LPR query, use transaction RQ and enter the license plate of interest with NA as the state designator for NICB. The CBP/NICB response includes the direction of the crossing (inbound or outbound), the location of the border crossing camera, the crossing date and time, the license plate number, the state and country of the crossing. The CBP/NICB response could return multiple messages when a vehicle has multiple trips across the border. Typically a message will contain up to 7 crossings arranged in chronological order.

**USCBP LPR Return**

RR.ILNICBC00
13:43 12/09/2010 94408
13:43 12/09/2010 65144 TX0000052
TXT
NICB RESPONSE FOR LIC/ QQQQ445 MSG 001 OF 001
CROSSING LOCATION: INBOUND
ADDRESS: USCS-797 S ZARAGOSA RD BLDG B
CITY: EL PASO: YSLETA STATE: TX ZIP: 79907
CROSSING DT/TIME: 11/06/2009 01.02.56
LIC PLATE: QQQQ445 STATE: MM COUNTRY: M
CROSSING LOCATION: INBOUND
ADDRESS: UNKNOWN
CITY: UNKNOWN STATE: ZIP:
CROSSING DT/TIME: 04/26/2010 23.12.32
LIC PLATE: QQQQ445 STATE: TX COUNTRY: U
CROSSING LOCATION: OUTBOUND
ADDRESS: USCS-PO BOX 3130
CITY: LAREDO:J/L STATE: TX ZIP: 78044
CROSSING DT/TIME: 04/28/2010 21.46.29
LIC PLATE: QQQQ445 STATE: TX COUNTRY: U

** NOTICE **
THE NICB PROVIDES THE INFORMATION CONTAINED HEREIN SOLELY AS AN INVESTIGATORY AID. SINCE THESE RECORDS ARE NOT VALIDATED, THE NICB DOES NOT GUARANTEE OR WARRANT THEIR LEGITIMACY. PLEASE USE SECONDARY VERIFICATION BEFORE YOU TAKE ANY ENFORCEMENT ACTION.
MRI: 11952601 IN: NLET 26682 AT 09NOV2016 08:15:06
OUT: M304 5 AT 09NOV2016 08:15:06
**National Vehicle Service**

The National Vehicle Service (NVS) is a private corporation whose mission is to assist law enforcement, vehicle finance, insurance companies, rental car companies and the public in protecting vehicle assets. NVS has a repository of license plate reader data gathered from towing, repossession companies, parking lots, garages and toll way systems that is available to the law enforcement through Nlets. This repository is primarily for use in investigations where the NVS proactively searched the database against the stolen vehicle file provided by the FBI.

To retrieve possible vehicle location information from the NVS data repository, use RQ transaction with the POE code of VS. If there is a positive match, the return may or may not contain the location. If the location is not included, this may indicate that the vehicle was parked on private property and not at a particular intersection.

After registering their ORI, agencies can then access the NVS website at [http://nvls-lpr.com/nvls](http://nvls-lpr.com/nvls) to obtain full details on the vehicle, including a map of the location and a photo of the vehicle.

Note: This is lead information ONLY to assist with your investigation and should NOT be used for non-law enforcement purposes. Should users require additional assistance with this response, please contact National Vehicle Service at 866-687-1102.

**NVS LPR Return**

RR.VANVS005V  
11:32 04/05/2010 04276  
11:32 04/05/2010 81403 TXDPS0000  
TXT

Vehicle license plate number QQQ445 was captured by mobile license plate recognition on March 18, 2010 near the intersection of Pecan St AND 6th Ave, Noplace, TX.

To access the complete LPR data record including other additional historical LPR scans, vehicle images and satellite map overlays, please proceed to the following Internet Website: [http://nvls-lpr.com/nvls](http://nvls-lpr.com/nvls)

Caveat: This is lead information ONLY to assist with your investigation and should NOT be used for non-law enforcement purposes. Should you require additional assistance with this RESPONSE, please contact National Vehicle Service at 866-687-1102.
Nlets Vehicle Registration by Owner Name
Some states provide vehicle registration by owner and date of birth or age.

Vehicle Registration by Name and DOB (RNQ)

Agency/Case Data
   Originating Agency Code (ORI)
   Nlets Destination Code (DRI)

Person Data
   Name (NAM)
   • Date of Birth (DOB)
   • Age (AGE)

Special Options
   Control Field (CTL)

Positive Nlets Vehicle Registration by owner name could contain the following registration information:
   o Client Name
   o License Number/Plate Number
   o License Type
   o Vehicle Make
   o Vehicle Year
   o City, State, Zip

Vehicle Registration by Owner Name Return
RNR.WYVIN0000
09:14 03/16/2009 62384
09:14 03/16/2009 45692 TXDPS00B7
TXT
CLIENT NAME     PLATE#   TYP   MAKE     YEAR CITY-   ST- ZIP
THEMAN*PAUL     2-23BY   TK   DODG  1984 CHEYENNE WY 82007
THEMAN*PAUL D   2-40YE   PC   SUZI  1988 CHEYENNE WY 82001
THEMAN*PAUL D   2-895A   TL   LONGH 2000 CHEYENNE WY 82001
THEMAN*PAUL D   4-86CY   TK   FORD  1995 ROCK SPRINGS WY 82901
THEMAN*PAUL D   4-89MP   PC   TOYT  1992 ROCK SPRINGS WY 82901
THEMAN*RALPH L  5-276    PC   NISS  1999 LARAMIE WY 82073
THEMAN*RALPH L  5-277    TK   CHEV  1979 LARAMIE WY 82073

Other possible responses to a query include:
   NOT ON FILE
   FILE NOT AVAILABLE
   TEMPORARILY UNAVAILABLE
Tribal License Plates

Many Indian nations issue license plates. However access to tribal license plate information varies for other states, and in some cases, the Indian Nation must be contacted directly to obtain vehicle registration information. In New Mexico and South Dakota tribal license plates are supported by the state systems and returned with Nlets transaction RQ. In Oklahoma, some tribes provide access to their license plate information and is returned as a look-aside via an RQ to OK (all plate inquiries to the OK system through Nlets will return two responses, one for the state repository and one for the tribal repository).

<table>
<thead>
<tr>
<th>Link</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td><a href="http://www.tribal-institute.org/lists/enforcement.htm">http://www.tribal-institute.org/lists/enforcement.htm</a></td>
<td>Tribal Institute – links to Tribal Police</td>
</tr>
<tr>
<td><a href="http://www.bia.gov/index.htm">http://www.bia.gov/index.htm</a></td>
<td>Bureau of Indian Affairs</td>
</tr>
</tbody>
</table>

Nlets Vehicle Registration Manual Checks

A manual search is necessary when not enough information is known to perform an automated search, or if the information received isn’t clear or contains errors. An administrative message (AM) will be used to request the manual search. The administrative message should be addressed to the agency responsible for vehicle registration information. For information from other Nlets members, check the Nlets help files to obtain manual search requirements, code translation information and to verify where to send the manual search request.

The standardized ORI for manual vehicle registration checks by license plate is:

XXLIC0000 (such that XX is the POE code)

The standardized ORI for manual vehicle registration checks by vehicle identification number is:

XXVIN0000 (such that XX is the POE code)

Vehicle Registration Query Help

To obtain detailed or supplementary information on a state's vehicle registration files, a user may send an Administrative Message to XXLICHELP (where XX = 2 character state code).

Users can also determine who is providing automated responses to registration queries and who has a HELP file by sending an Administrative Message to "NLLICHELP."

If a complete date of birth is unknown some states support inquiries on age. Consult state vehicle registration HELP file for details. The address is XXLICHELP (where XX=2 character state code).
Section 5: Nlets Registration

By the end of this training session, the student will be able to:

- Identify the types of boat registration inquiries available through TLETS and Nlets.
- Compare the difference in the information that is included in each type of boat registration return.
- Compare the differences in a boat registration inquiry and a stolen boat inquiry.
- Locate the Nlets state boat registration help file.
- Explain the increased emphasis on the aircraft registration file due to terrorism.
- Identify the information required to make an aircraft registration inquiry.
- Compare the information that is included in an aircraft registration return.
- Compare the differences in an aircraft registration inquiry and a stolen aircraft inquiry (vehicle file).
- Identify the information required to make a snowmobile registration inquiry.
- Compare the information that is included in a snowmobile registration return.
Nlets Registration Inquiries

Boat Registration Transactions
Boat registration information is available from the Texas Parks and Wildlife Department for boats registered in Texas. Boat registration for boats registered in other states is available through Nlets. The United States Coast Guard Vehicle Identification System (VIS) consists of registration and ownership data from participating VIS States as well as those registered only through the USCG National Vessel Documentation Center and can be accessed with the POE code of CG.

Query Boat Registration (BQ)
Agency/Case Data
- Originating Agency Code (ORI)
- Nlets Destination Code (DST) – up to five
Boat Registration/Stolen Boat Inquiry Data
- Boat Hull Number (BHN)
- Registration Number (REG)
Driver License/Wanted Person Inquiry Data
- Name (NAM)
- Date of Birth (DOB)
US Coast Vessel Data
- US Coast Guard Vessel Name (BNM)
- US Coast Guard Vessel Number (CGN)
Special Options
- Control Field

Boat Registration Returns
- Boat Registration Number
- Expiration Date
- Boat Hull Number
- Name of Registered Owner
- Operator Date of Birth
- Operator License Type
- Operator License State
- Operator License Year
- Operator Address
- Boat Make/Manufacture
- Year Built
- Hull Material
- Type of Propulsion
- Type of Fuel Used
- Use of Boat
- Type (NCIC Name)

Other possible responses to a query are:
- NOT ON FILE
- TEMPORARILY UNAVAILABLE
- USER DOES NOT RESPOND TO MESSAGE TYPE —Nlets WILL NOT FORWARD TO XX (where XX = two character user code)

Query Boat Help
To obtain detailed or supplemental information on a state's boat registration files, send an Administrative Message (AM) to XXBOAT000 (XX = 2 character state code).

Users can determine who is providing automated responses to BQ inquiries and who has HELP files by sending an AM to "XXBASHELP" (XX= 2-character state code).
FAA/TECS Aircraft Registration System (ACRS)

The Aircraft Registration System (ACRS) is an on-line inquiry that provides information to Nlets users about commercial and private aircraft registered with FAA. Nlets will run the query against the publicly available website:

http://registry.faa.gov/aircraftinquiry/NNum_Inquiry.aspx

Aircraft registration data is provided and maintained by the Treasury Enforcement Communications System (TECS). Agencies can request aircraft registration information by sending an inquiry message through Nlets to TECS (GQ).

Query Aircraft Registration (GQ)

Agency/Case Data
- Originating Agency Code (ORI)
- Attention of Recipient (ATN)

Aircraft Data
Owner (NAM)
- Serial Number (SER)
- Registration Number (REG)

Special Options
- Control Field

Positive Aircraft Registration Responses (GR) may contain the following registration information:
- Aircraft Registration Number
- Serial Number
- Year
- Make
- Model
- Aircraft Type
- Manufacturer
- Class
- Engine Type
- Name of Registrant
- Address of Registrant
- Registration Date of Issue
- Registration Validation

Aircraft Registration Returns
Queries can generate hit lists of up to 50 matches. Names are queried using Last, First Middle Initial; while business names are queried with spaces between each name. All name queries are soundexed with the exact matches being at the top of the hit list on multiple hits. Upon receipt of the hit list of abbreviated information on each aircraft, the user must enter another query using the registration number that is displayed on each hit list entry.
Snowmobile Registration Transactions
Texas does not maintain any registration files on snowmobiles. Snowmobile registration information is maintained in other states and TLETS users can obtain this information through the Nlets network.

Query Snowmobile Registration (SQ)

Agency/Case Data
- Originating Agency Code (ORI)
- Nlets Destination Code (DRI)

Snowmobile Data
- Registration Number (REG)
- Vehicle ID Number (VIN)

Person Data
- Name (NAM)
- Date of Birth (DOB)

Special Options
- Control Field (CTL)

Snowmobile Registration Returns
- Snowmobile Registration Number
- Expiration Date
- VIN
- Owner Name
- Owner Date of Birth
- Color
- Year Built
- Power (Engine Size)

Other possible responses to a query are:
- NOT ON FILE
- TEMPORARILY UNAVAILABLE
- USER DOES NOT RESPOND TO MESSAGE TYPE — Nlets WILL NOT FORWARD TO XX (where XX = two character user code)

Query Snowmobile Help
To obtain detailed or supplemental information on a state's snowmobile registration files, send an Administrative Message (AM) to XXSNOW000 (where XX = 2 character state code).

A user also may determine who is providing automated responses to SQ inquiries and who has HELP files by sending an AM to "XXBASHELP" (where XX= 2-character state code).
Section 6: Combination Forms

By the end of this training session, the student will be able to:

- Compare the purposes of the combination forms that inquire into several NCIC and TCIC files at the same time.
Combination Forms

Combination forms allow a user to enter data into a single form that when transmitted to the TLETS Switcher, the data will be automatically re-formatted to the specific forms required for the desired stolen/wanted and/or registration/driver license check.

Registration/Stolen/Driver License with Wanted Check (RSDW)

This transaction form allows users to run vehicle registration and stolen checks and/or driver license and wanted person checks by name (NAM) both in state and/or out-of-state in a single transaction. This form cannot be used for states with unique inquiry requirements.

Agency/Case Data
- Originating Agency Code (ORI)
- Destinations (DST)
- Regional Database

Vehicle Registration/Stolen Vehicle Inquiry Data
- License Plate (LIC)
- Year (LYR)
- Type (LIT)
- Vehicle ID Number (VIN)
- Year (VYR)
- Make (VMA)
- Registration Type (RGT)
- Financial Responsibility Type (FRT)

Driver License/Wanted Person Inquiry Data
- Name (NAM)
- Expanded Name Search (ENS)
- Sex (SEX)
- Race (RAC)
- Date of Birth (DOB)
- Extended Date of Birth Search (EBS)
- Enter X for Complete DL History
- Image Request (IMQ)
- Reason (RSN)
- Email Address (EML)
- Commercial DL (CDL)

Special Options
- Control Field
Registration/Stolen/Driver License with Wanted Check (RSDWW)

This transaction form allows users to run vehicle registration and stolen checks and/or driver license and wanted person checks by driver license number (OLN) both in state and/or out-of-state in a single transaction. This form cannot be used for states with unique inquiry requirements.

Agency/Case Data
- Originating Agency Code (ORI)
- Destinations (DST)
- Regional Database

Vehicle Registration/Stolen Vehicle Inquiry Data
- License Plate (LIC)
- Year (LYR)
- Type (LIT)
- Vehicle ID Number (VIN)
- Year (VYR)
- Make (VMA)
- Registration Type (RGT)
- Financial Responsibility Type (FRT)

Driver License/Wanted Person Inquiry Data
- License Number (OLN)
- Enter X for Complete DL History
- Image Request (IMQ)
- Reason (RSN)
- Email Address (EML)
- Commercial DL (CDL)

Special Options
- Control Field
Master Query

The Master Query transaction form allows users to run vehicle registration and stolen checks and/or driver license and wanted person checks both in state and/or out-of-state in a single transaction. It also allows users to access stolen article, stolen gun, stolen boat and boat registration information. This form cannot be used for states with unique inquiry requirements.

Agency/Case Data
- Originating Agency Code (ORI)
- Destinations (DST)
- Regional Database

Vehicle Registration/Stolen Vehicle Inquiry Data
- License Plate (LIC)
- State (LIS)
- Year (LYR)
- Type (LIT)
- Vehicle ID Number (VIN)
- Year (VYR)
- Make (VMA)
- Financial Responsibility Type (FRT)

Driver License/Wanted Person Inquiry Data
- Name (NAM)
- Expanded Name Search (ENS)
- Sex (SEX)
- Race (RAC)
- Date of Birth (DOB)
- Extended Date of Birth Search (EBS)
- License Number (OLN)
- Commercial DL (CDL)
- Enter X for Complete DL History
- Image Request (IMQ)
- Reason (RSN)
- Email Address (EML)

Stolen Article Inquiry Data
- Serial Number (SER)
- Type (TYP)

Stolen Gun Inquiry Data
- Serial Number (SER)
- Make (MAK)

Boat Registration/Stolen Boat Inquiry Data
- Boat Hull Number (BHN)
- Registration Number (REG)
## Section 7: Appendix

### Common Driver License Return Abbreviations

<table>
<thead>
<tr>
<th>Abbreviation</th>
<th>Definition</th>
</tr>
</thead>
<tbody>
<tr>
<td>AAMV</td>
<td>Aggravated Assault with Motor Vehicle</td>
</tr>
<tr>
<td>ABC</td>
<td>Texas Alcoholic Beverage Code</td>
</tr>
<tr>
<td>ALR</td>
<td>Administrative License Revocation</td>
</tr>
<tr>
<td>B/BTR</td>
<td>Blood/Breath Test Refusal</td>
</tr>
<tr>
<td>BAC</td>
<td>Blood Alcohol Concentration</td>
</tr>
<tr>
<td>CAO</td>
<td>Committed Automatic Offense (Administrative DWLI)</td>
</tr>
<tr>
<td>CCP</td>
<td>Texas Code of Criminal Procedure</td>
</tr>
<tr>
<td>CDL</td>
<td>Commercial Driver License</td>
</tr>
<tr>
<td>CMV</td>
<td>Commercial Motor Vehicle</td>
</tr>
<tr>
<td>DHS</td>
<td>Department of Human Services</td>
</tr>
<tr>
<td>DLD</td>
<td>Driver License Division</td>
</tr>
<tr>
<td>DLS</td>
<td>Driver License System (same as NDLS)</td>
</tr>
<tr>
<td>DRB</td>
<td>Driver Records Bureau</td>
</tr>
<tr>
<td>DUID</td>
<td>Driving Under Influence of Drugs</td>
</tr>
<tr>
<td>DWLD</td>
<td>Driving while License Disqualified</td>
</tr>
<tr>
<td>DWLI</td>
<td>Driving while License Invalid</td>
</tr>
<tr>
<td>FCEP</td>
<td>Fail to Complete Education Program</td>
</tr>
<tr>
<td>FSRA</td>
<td>Fail to Stop and Render Aid</td>
</tr>
<tr>
<td>FTA</td>
<td>Fail to Appear</td>
</tr>
<tr>
<td>FTP</td>
<td>Fail to Pay</td>
</tr>
<tr>
<td>HAB</td>
<td>Habitual</td>
</tr>
<tr>
<td>HME</td>
<td>Hazardous Materials Endorsement</td>
</tr>
<tr>
<td>HRC</td>
<td>Texas Human Resources Code</td>
</tr>
<tr>
<td>HSC</td>
<td>Texas Health and Safety Code</td>
</tr>
<tr>
<td>LIDR</td>
<td>Driver Records Bureau</td>
</tr>
<tr>
<td>LOFS</td>
<td>Licensed Operator in Front Seat</td>
</tr>
<tr>
<td>M/C</td>
<td>Motor Cycle</td>
</tr>
<tr>
<td>MAB</td>
<td>Medical Advisory Board</td>
</tr>
<tr>
<td>MPH</td>
<td>Miles Per Hour</td>
</tr>
<tr>
<td>MWMV</td>
<td>Murder with Motor Vehicle</td>
</tr>
<tr>
<td>NDLS</td>
<td>New Driver License System</td>
</tr>
<tr>
<td>NRVC</td>
<td>Non-Resident Violator Compact</td>
</tr>
<tr>
<td>TFC</td>
<td>Texas Family Code</td>
</tr>
<tr>
<td>TPC</td>
<td>Texas Penal Code</td>
</tr>
<tr>
<td>TRC</td>
<td>Texas Transportation Code</td>
</tr>
</tbody>
</table>
## Possible Dealer Tag Code Values

<table>
<thead>
<tr>
<th>Code</th>
<th>Service Center</th>
<th>County Tax Offices</th>
</tr>
</thead>
<tbody>
<tr>
<td>AB</td>
<td>Abilene Service Center</td>
<td>Brown; Callahan; Coke; Coleman; Comanche; Concho; Eastland; Fisher; Jones; Kimble; Menard; Nolan; Runnels; Schleicher; Shackelford; Stephens; Sutton; Taylor; Tom Green</td>
</tr>
<tr>
<td>AM</td>
<td>Amarillo Service Center</td>
<td>Armstrong; Briscoe; Carson; Castro; Collingsworth; Dallam; Deaf Smith; Donley; Gray; Hall; Hansford; Hartley; Hemphill; Hutchinson; Lipscomb; Moore; Ochiltree; Oldham; Parmer; Potter; Randall; Roberts; Sherman; Swisher; Wheeler</td>
</tr>
<tr>
<td>AU</td>
<td>Austin Service Center</td>
<td>Bastrop; Blanco; Burnet; Caldwell; Colorado; Comal; DeWitt; Fayette; Gillespie; Gonzales; Guadalupe; Hays; Lampasas; Lavaca; Lee; Llano; Mason; McCulloch; Mills; San Saba; Travis; Williamson</td>
</tr>
<tr>
<td>BT</td>
<td>Beaumont Service Center</td>
<td>Chambers; Hardin; Houston; Jasper; Jefferson; Liberty; Montgomery; Newton; Orange; Polk; Sabine; San Jacinto; Trinity; Tyler; Walker</td>
</tr>
<tr>
<td>CC</td>
<td>Corpus Christi Service Center</td>
<td>Aransas; Bee; Calhoun; Duval; Goliad; Jackson; Jim Wells; Karnes; Kleberg; Live Oak; Matagorda; McMullen; Nueces; Refugio; San Patricio; Victoria; Wharton</td>
</tr>
<tr>
<td>DL</td>
<td>Dallas Service Center</td>
<td>Collin; Dallas; Fannin; Grayson; Hunt; Kaufman; Rockwall</td>
</tr>
<tr>
<td>EP</td>
<td>El Paso Service Center</td>
<td>Brewster; Culberson; El Paso; Hudspeth; Jeff Davis; Presidio</td>
</tr>
<tr>
<td>FW</td>
<td>Fort Worth Service Center</td>
<td>Denton; Hood; Johnson; Palo Pinto; Parker; Tarrant; Wise</td>
</tr>
<tr>
<td>HO</td>
<td>Houston Service Center</td>
<td>Austin; Brazoria; Fort Bend; Galveston; Grimes; Harris; Waller</td>
</tr>
<tr>
<td>LB</td>
<td>Lubbock Service Center</td>
<td>Bailey; Borden; Cochran; Crosby; Dawson; Dickens; Floyd; Gaines; Garza; Hale; Hockley; Kent; Lamb; Lubbock; Lynn; Motley; Scurry; Terry; Yoakum</td>
</tr>
<tr>
<td>LV</td>
<td>Longview Service Center</td>
<td>Angelina; Bowie; Camp; Cass; Cherokee; Delta; Franklin; Gregg; Harrison; Henderson; Hopkins; Lamar; Marion; Morris; Nacogdoches; Panola; Rains; Red River; Rusk; San Augustine; Shelby; Smith; Titus; Upshur; Van Zandt; Wood</td>
</tr>
<tr>
<td>MO</td>
<td>Midland - Odessa Service Center</td>
<td>Andrews; Crane; Crockett; Ector; Glasscock; Howard; Irion; Loving; Martin; Midland; Mitchell; Pecos; Reagan; Reeves; Sterling; Terrell; Upton; Ward; Winkler</td>
</tr>
<tr>
<td>PH</td>
<td>Pharr Service Center</td>
<td>Brooks; Cameron; Hidalgo; Jim Hogg; Kenedy; Starr; Webb; Willacy; Zapata</td>
</tr>
<tr>
<td>SA</td>
<td>San Antonio Service Center</td>
<td>Atascosa; Bandera; Bexar; Dimmit; Edwards; Frio; Kendall; Kerr; Kinney; La Salle; Maverick; Medina; Real; Uvalde; Val Verde; Wilson; Zavala</td>
</tr>
<tr>
<td>WA</td>
<td>Waco Service Center</td>
<td>Anderson; Bell; Bosque; Brazos; Burleson; Coryell; Ellis; Erath; Falls; Freestone; Hamilton; Hill; Leon; Limestone; Madison; McLennan; Milam; Navarro; Robertson; Somervell; Washington</td>
</tr>
<tr>
<td>WF</td>
<td>Wichita Falls Service Center</td>
<td>Archer; Baylor; Childress; Clay; Cooke; Cottle; Foard; Hardeman; Haskell; Jack; King; Knox; Montague; Stonewall; Throckmorton; Wichita; Wilbarger; Young</td>
</tr>
</tbody>
</table>
### Possible Dealer “Plate Status”

<table>
<thead>
<tr>
<th>Plate Status</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>APA-Active</td>
<td>The license plate is valid and current. Per Texas Government Code 2001.054, if a license holder files a timely and sufficient application for renewal of a license, the license remains active and valid until the renewal application is finally determined by the agency. An APA-Active plate’s expiration date may have passed, but the license plate remains active under TX statute until the TxDMV grants or denies the pending renewal application.</td>
</tr>
<tr>
<td>Cancelled</td>
<td>The dealer requested that the TxDMV cancel the plate. The plate should not be in use.</td>
</tr>
<tr>
<td>Closed</td>
<td>The license plate is no longer valid. It has either expired or the dealer has voluntarily “closed” the associated license.</td>
</tr>
<tr>
<td>Current</td>
<td>The license plate is valid and has not expired. It is currently an active plate associated with a current dealer license.</td>
</tr>
<tr>
<td>Damaged</td>
<td>Damaged - The plate was reported to the TXDMV as &quot;damaged&quot; by the dealer and therefore unusable. The plate should not be in use.</td>
</tr>
<tr>
<td>Inactive</td>
<td>The license plate expired. The dealer has an expired dealer license and could be in the process of renewal.</td>
</tr>
<tr>
<td>Inactive-Expired</td>
<td>Inactive-Expired - The license plate is no longer valid. It has expired.</td>
</tr>
<tr>
<td>Lost</td>
<td>The license plate has been reported to the TxDMV as “lost.” The plate should not be in use.</td>
</tr>
<tr>
<td>Returned</td>
<td>Returned – The plate issued was returned to the TxDMV. The plate should not be in use.</td>
</tr>
<tr>
<td>Stolen</td>
<td>The license plate has been reported to the TxDMV as “stolen” by the dealer.</td>
</tr>
</tbody>
</table>

### RTS Remarks

The RTS return often includes brief remarks, sometimes including a date the remark became applicable. The following table is not comprehensive and is being provided as a reference. It should be noted that some remarks have special relevance to law enforcement.

<table>
<thead>
<tr>
<th>Remark</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>ABANDONED MOTOR VEHICLE</td>
<td>The vehicle has been deemed &quot;abandoned&quot; in accordance with Chapter 683 of the Transaction Code. This vehicle cannot be transferred.</td>
</tr>
<tr>
<td>ACTUAL MILEAGE</td>
<td>The mileage indicated on the vehicle’s odometer at the time of title transfer or application filing was the actual distance in miles that the vehicle had been driven.</td>
</tr>
<tr>
<td>ADDITIONAL LIEN RECORDED</td>
<td>More than one lien is listed on the motor vehicle record.</td>
</tr>
<tr>
<td>ADDITIONAL RTS REGISTRATION AVAILABLE</td>
<td>More information can be obtained on the vehicle by inquiring by VIN.</td>
</tr>
<tr>
<td>BONDED TITLE</td>
<td>Title secured by the posting of a certificate of title surety bond.</td>
</tr>
<tr>
<td>BONDED TITLE SUSPENDED</td>
<td>The bonded title transaction has been suspended.</td>
</tr>
<tr>
<td>Remark</td>
<td>Description</td>
</tr>
<tr>
<td>---------------------------------------------</td>
<td>---------------------------------------------------------------------------------------------------------------------------------------------</td>
</tr>
<tr>
<td>BONDED TITLE WAITING FOR REMOVAL</td>
<td>Three-year bond period has ended. A certified copy of the original title was issued in the specified month and year.</td>
</tr>
<tr>
<td>CCO ISSUED (DATE)</td>
<td>A certificate of Authority to Demolish a Motor Vehicle has been issued.</td>
</tr>
<tr>
<td>COA ISSUED (DATE)</td>
<td>This remark indicates that the vehicle owner owes the county a fine, fee or tax.</td>
</tr>
<tr>
<td>COUNTY SCOFF LAW</td>
<td>The vehicle was totally destroyed in a wreck, fire or by some other means; and a registration refund could not be authorized since the vehicle had been operated on the highway.</td>
</tr>
<tr>
<td>DATE OF ASSIGNMENT</td>
<td>The date the title was signed by the seller transferring ownership to the buyer and is used by the VTR to calculate late title transfer fees, if applicable.</td>
</tr>
<tr>
<td>DIESEL</td>
<td>The vehicle is powered by a diesel motor. It also ensures that an additional 11% of registration fee is included in the fee calculations on all subsequent renewal notices on applicable vehicles.</td>
</tr>
<tr>
<td>DMV RECORD NOT UPDATED</td>
<td>License receipt has not been received from county tax office for updating.</td>
</tr>
<tr>
<td>DMVS STANDARDS PROOF REQUIRED</td>
<td>Indicates that proof of compliance with US Department of Motor Vehicles (DMV) safety regulations is required before title can be issued. In the case of an RPO record, the registration cannot be renewed.</td>
</tr>
<tr>
<td>DPS-EMISSIONS PRGM NON-COMPLIANCE</td>
<td>The vehicle was detected on Dallas, Tarrant, Harris, or El Paso County roadways as a potential gross polluter and has not complied by passing an emissions test.</td>
</tr>
<tr>
<td>DPS SAFETY SUSPENSION</td>
<td>The Department of Public Safety has placed a suspension on the motor vehicle record for the owner's failure to maintain financial responsibility.</td>
</tr>
<tr>
<td></td>
<td>The vehicle registration has been suspended by DPS. Contact the DPS Driver Improvement and Compliance Bureau at SRBZ before taking any action.</td>
</tr>
<tr>
<td></td>
<td>A person shall give proof of ability to respond to damages for liability on account of accidents. This remark is placed at the request of the Texas Department of Public Safety (DPS) against a vehicle which was involved in an accident. Statutory Authority: Texas Transportation Code Chapter 601.152 and 601.376.</td>
</tr>
<tr>
<td>EVIDENCE SURRENDERED BY OWNER</td>
<td>The department has received the title or some other valid evidence of ownership on this vehicle from the owner of the vehicle. The title record has been canceled.</td>
</tr>
<tr>
<td>Remark</td>
<td>Description</td>
</tr>
<tr>
<td>---------------------------------------------</td>
<td>----------------------------------------------------------------------------------------------</td>
</tr>
<tr>
<td>EVIDENCE SURRENDERED BY SALVAGE YARD</td>
<td>The department has received the title or some other valid evidence of ownership on this vehicle from a salvage vehicle dealer or salvage yard. The title record is updated to also include &quot;Junked.&quot;</td>
</tr>
<tr>
<td>EXEMPT</td>
<td>The vehicle is owned by or loaned to an agency of the state, city, county or federal government; and displays license plates embossed with the legend &quot;EXEMPT&quot; along with six numbers.</td>
</tr>
<tr>
<td>FIXED WEIGHT</td>
<td>A commercial vehicle has been registered for the actual weight of the empty vehicle plus the weight of the permanently mounted machinery or equipment which must cover at least two-thirds (2/3) of the bed.</td>
</tr>
<tr>
<td>FLOOD DAMAGE</td>
<td>The vehicle has been damaged by flood and rendered a total loss by insurance company.</td>
</tr>
<tr>
<td>HEAVY VEHICLE USE TAX VERIFIED</td>
<td>Indicates that the clerk verified proof of payment of the Federal Heavy Vehicle Use Tax or that the vehicle is exempt from payment.</td>
</tr>
<tr>
<td>HOT CHECK (ETC.)</td>
<td>A check in payment of title or registration related fees was not honored by the bank on which it was drawn, and such check was returned to the payee unpaid.</td>
</tr>
<tr>
<td>JUNKED</td>
<td>The vehicle described on the motor vehicle record is salvage, scrapped, destroyed or dismantled in such a manner that it loses its character as a motor vehicle and TXDMV has been advised that the vehicle is junked.</td>
</tr>
<tr>
<td>JUNK.0196INV 1840060FA</td>
<td>In January 1996, an auto salvage yard (identified by the salvage yard number assigned by the VTR Regional office 1840060fa) Surrendered with its inventory list the Texas Certificate of Title and the unexpired license plates, if applicable on the vehicle to the department for cancellation.</td>
</tr>
<tr>
<td>JUNK.02/96 INV 1840060FA LIEN NOT RELEASED</td>
<td>In February 1996, the salvage yard (Indicated by the salvage yard inventory number assigned by the Fort Worth/Arlington Regional office 1840060FA), surrendered with its inventory list the Texas Certificate of Title, and the unexpired license plates, if applicable, on the vehicle to the department for cancellation. However, upon examination of the surrendered Texas Certificate of Title, it was found that a recorded lien had not been released.</td>
</tr>
<tr>
<td>JUNK.1195CERT OF AUTHORITY TO DEMOLISH 0196INV 1700024BT</td>
<td>The automobile salvage dealer, indicated by the salvage yard inventory number assigned by the Beaumont Regional office (1700024BT), obtained a Certificate of Authority to dispose of a motor vehicle to a demolisher for demolition, wrecking or dismantling only, Form 71-3, issued by the department in November 1995. In January 1996, the salvage yard surrendered with its inventory list the Certificate of Authority to demolish such vehicle to the department for cancellation.</td>
</tr>
<tr>
<td>Remark</td>
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</tr>
<tr>
<td>---------------------------------------------</td>
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</tr>
<tr>
<td>JUNK.AUCTION SALES RECPT INV 1020521HO</td>
<td>The vehicle described in the Motor Vehicle record has been determined a &quot;junked vehicle,&quot; because the Auction Sales Receipt was surrendered to the department by the salvage yard.</td>
</tr>
<tr>
<td>JUNK.REG PURPOSES ONLY.0196 LA TITLES INV 1020521HO</td>
<td>In January 1996 the salvage yard (indicated by the salvage yard inventory number assigned by the Houston Regional office-1020521HO) surrendered with its inventory list the Louisiana Certificate of Title, and the unexpired Texas license plates, if applicable, on the vehicle to the department for cancellation.</td>
</tr>
<tr>
<td>LEGAL RERAINT CONTACT TXDMV</td>
<td>This remark includes a file number used to reference documentation associated with an owner-retained vehicle, restraining order or other administrative stops.</td>
</tr>
<tr>
<td>LIEN NOT RELEASED FIRST</td>
<td>The first lien was not released.</td>
</tr>
<tr>
<td>LIEN NOT RELEASED SECOND</td>
<td>The second lien was not released.</td>
</tr>
<tr>
<td>LIEN NOT RELEASED THIRD</td>
<td>The third lien was not released.</td>
</tr>
<tr>
<td>MAIL RETURNED</td>
<td>The registration renewal mailed to the vehicle owner or registered owners original or duplicate title (if issued prior to 9-01-01) was returned by the post office to the VTR as being undeliverable. This remark prevents next year's renewal notice from being printed and mailed to the incorrect address.</td>
</tr>
<tr>
<td>MAJOR COLOR</td>
<td>The primary color that covers most, if not all, of the vehicle.</td>
</tr>
<tr>
<td>MILAGE EXCEEDS MECHANICAL LIMITS</td>
<td>The odometer reading has exceeded the mechanical limits of the odometer. For example, if the mechanical limitations of an odometer are a 5-digit reading, it cannot record more than 99,999 miles.</td>
</tr>
<tr>
<td>MINOR COLOR</td>
<td>The secondary color, if present, that covers less of the vehicle (e.g. standard two-toned vehicles, custom paint job, camouflaged, etc.).</td>
</tr>
<tr>
<td>NO REG/TTL GC</td>
<td>No registration or title can be issued because this is a golf cart. Beginning September 1, 2009, golf carts are no longer titled or registered.</td>
</tr>
<tr>
<td>NONREPAIRABLE CERTIFICATE OF TITLE ISSUED</td>
<td>Indicates that a Non-repairable Certificate of Title (NRCOT) was issued on the motor vehicle because the estimated cost of repair was 95% or more of the vehicle's pre-damaged actual cash value.</td>
</tr>
<tr>
<td>NOT ACTUAL MILAGE</td>
<td>The mileage indicated on the vehicle’s odometer at the time of title transfer or application filing was not the actual distance in miles that the vehicle had been driven.</td>
</tr>
<tr>
<td>OFF-HIGHWAY USE ONLY</td>
<td>Non street legal motorcycles including 3 and 4 wheel all-terrain vehicles are required to be titled, but cannot pass the State Safety Inspection requirements unless modified, and cannot, therefore, be registered.</td>
</tr>
<tr>
<td>Remark</td>
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</tr>
<tr>
<td>-------------------------------------------------------</td>
<td>---------------------------------------------------------------------------------------------------------------------------------------------</td>
</tr>
<tr>
<td>ON LOAN TO EXEMPT AGENCY</td>
<td>The vehicle is not owned by the user, such as a Driver Education vehicle and is registered by the user with Exempt License Plates not required to be titled.</td>
</tr>
<tr>
<td>OPT-OUT-COMMERCIAL REQUEST</td>
<td>This remark restricts the release of information on the motor vehicle record for commercial (bulk) record requests. (NOTE: On 12-1-00 this remark was replaced with the &quot;Release of Personal Information Restricted&quot; remark).</td>
</tr>
</tbody>
</table>
| OPT-OUT INDIVIDUAL REQUEST                             | This remark restricts the release of information on the noted record without the owners release authority to the individual requesting the information.  
(NOTE: On 12-1-00, this remark was replaced with the "Release of Personal Information Restricted" remark). |
| OPT-OUT-INDIVIDUAL & COMMERCIAL REQ                    | This remark restricts the release of information on the noted record for both Individual and commercial requests. (NOTE: On 12-1-00, this remark was replaced with the “Release of Personal Information Restricted" remark). |
| OWNED BY US GOVERNMENT                                | The vehicle is leased from the U.S. Government and shall be registered with regular registration, and a RPO receipt shall be issued in the name of the lessee. |
| PERMIT REQUIRED TO MOVE                                | The vehicle information selected on the Class/Plate/Sticker screen qualifies this vehicle as a Park Model Trailer. |
| PLATE AGE                                              | Reflects the number of years the license plates have been assigned for display on the vehicle for which the plates were originally issued.  
This will vary from the word "Annual" to a numeric character. |
| PLATE SEIZED                                           | Law enforcement has removed the license plates. |
| PRIOR CCO ISSUED                                       | A Certified Copy of An Original Texas Certificate of Title (CCO) was used to file for a corrected title with no change of ownership.  
This remark will show on the vehicle record but it will not print on the title document. |
<p>| REBUILT SALVAGE-LOSS UNKNOWN                           | The title transaction was support by a Texas Salvage Certificate. |
| REBUILT SALVAGE - DAMAGE                               | The title transaction was supported by a Texas Salvage Certificate of Title, or was carried forward from the previous Texas motor vehicle record. |
| REBUILT SALVAGE 95% PLUS LOSS                          | The title transaction was supported by a Texas Non-repairable Certificate of Title, or was carried forward from previous Texas motor vehicle record. |
| REBUILT SALVAGE ISSUED BY (STATE NAME ABBREVIATION)    | This remark includes the 2-letter abbreviation for the other state or county which issued a salvage certificate/certificate of title and supported the title transaction, or was carried forward from the previous Texas motor vehicle record. |</p>
<table>
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<tr>
<td>RECONDITIONED</td>
<td>The vehicle was damaged by collision, fire, hail or other types of damage (other than by flood) and rendered a total loss by an insurance company. If the vehicle is later placed in an operable condition, the salvage document would be surrendered when an application for title was filed. A valid Texas title would be issued and the remark &quot;Reconditioned&quot; reflected on the new title and carried forward on all Texas titles issued thereafter. (NOTE: This remark was replaced with a “REBUILT SALVAGE” remark for Texas title issued on and after 8-1-97. On and after this date, the remark will carry forward as Rebuilt Salvage- Loss Unknown.)</td>
</tr>
<tr>
<td>RECONSTRUCTED</td>
<td>The vehicle has been converted in such a manner that it no longer resembles the vehicle as originally manufactured.</td>
</tr>
<tr>
<td>REFUND PENDING</td>
<td>A refund has been authorized Regional Office but has not been claimed by the owner of record. (The vehicle cannot be transferred unless the vehicle is reregistered or the refund is voided).</td>
</tr>
<tr>
<td>REGISTERED BY</td>
<td>This remark is used for the name of an individual or business other than the owner, who is registering the vehicle.</td>
</tr>
<tr>
<td>REGISTRATION INVALID</td>
<td>The registration is not valid. Example: After a refund is processed, registration is invalid.</td>
</tr>
<tr>
<td>REGISTRATION PURPOSES ONLY</td>
<td>Texas issued registration only. The negotiable title for this vehicle was issued by another state, and remains the negotiable evidence of ownership. Implemented on 9-1-01.</td>
</tr>
<tr>
<td>RELEASE OF PERSONAL INFO</td>
<td>A remark on the inquiry screen that advises that all-personal information (names and addresses) in the motor vehicle record is restricted under the federal Drivers Privacy Protection Act. Except for certain exceptions. Implemented on 12-1-00.</td>
</tr>
<tr>
<td>RESTRICTED</td>
<td></td>
</tr>
<tr>
<td>REPLICA</td>
<td>An established make of a previous year model vehicle has been assembled as a new vehicle or built by a motor vehicle manufacturer.</td>
</tr>
<tr>
<td>SALVAGE CERTIFICATE ISSUED</td>
<td>Indicates that a salvage certificate was issued on the motor vehicle.</td>
</tr>
<tr>
<td>SALVAGE CERTIFICATE OF TITLE</td>
<td>Indicates that a Salvage Certificate of Title (SCOT) was issued on the motor vehicle because the estimated cost of repair was 75% or more of the vehicle pre-damaged actual cash value.</td>
</tr>
<tr>
<td>TITLE ISSUED</td>
<td></td>
</tr>
<tr>
<td>SB829 (CITY) OR OUTSTANDING TRAFFIC WARRANT</td>
<td>SB829, referred to as the Scoff Law Bill, provides cities with a population of 380,000 or more may contract with their local county and this department to refuse to register a vehicle owned by a person for whom an arrest warrant is outstanding for failure to pay a fine for a traffic violation.</td>
</tr>
<tr>
<td>SOLID TIRES</td>
<td>The vehicle is equipped with solid, rubber tires.</td>
</tr>
<tr>
<td>Remark</td>
<td>Description</td>
</tr>
<tr>
<td>--------------------------------</td>
<td>-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------</td>
</tr>
<tr>
<td><strong>STICKER SEIZED</strong></td>
<td>The county was notified by law enforcement that the plates and sticker have been seized.</td>
</tr>
<tr>
<td><strong>STOLEN</strong></td>
<td>The department of Public Safety has notified VTR that the vehicle has been reported stolen.</td>
</tr>
<tr>
<td><strong>SURVIVORSHIP RIGHTS</strong></td>
<td>A survivorship agreement signed by two or more eligible persons indicating that the vehicle is held jointly was filed with the title transaction.</td>
</tr>
<tr>
<td><strong>TNRCC-EMISSION PRGM</strong></td>
<td>The vehicle is registered in Dallas, Tarrant, Harris or El Paso County, is gasoline powered, 2 through 24 years old and subject to vehicle emissions testing and in the previous 12 months, the vehicle did not pass an emissions test.</td>
</tr>
<tr>
<td><strong>NON-COMPLIANCE</strong></td>
<td></td>
</tr>
<tr>
<td><strong>TITLE APPLICATION</strong></td>
<td>A title transaction is in process.</td>
</tr>
<tr>
<td><strong>AWAITING RELEASE</strong></td>
<td></td>
</tr>
<tr>
<td><strong>TITLE HELD AWAITING DPS</strong></td>
<td>A title transaction is awaiting confirmation from the department of public safety that the vehicle is not a stolen vehicle.</td>
</tr>
<tr>
<td><strong>OK</strong></td>
<td></td>
</tr>
<tr>
<td><strong>TITLE IN PROCESS</strong></td>
<td>This remark indicates that a Texas titled vehicle has been sold and an application for a new title by the new owner has been received by the VTR and is in the process of being issued.</td>
</tr>
<tr>
<td><strong>TITLE REVOKED</strong></td>
<td>The title document number shown on the motor vehicle record has been revoked as a result of fraudulent evidence, false information, a stolen or converted vehicle, failure to provide proper evidence or ownership and documentation, revoked ownership and documentation, or revoked registration.</td>
</tr>
<tr>
<td><strong>TITLE SUPERSEDED</strong></td>
<td>A title transaction is in process on this motor vehicle record that is no longer a valid record, and a new transaction (record) has taken the place of the previous record.</td>
</tr>
<tr>
<td><strong>TITLE SUSPENDED</strong></td>
<td>The certificate of title number shown on the motor vehicle record has been suspended.</td>
</tr>
<tr>
<td><strong>TITLE SURRENDERED TO</strong></td>
<td>A Texas-titled vehicle has been taken to another state, and its ex-Texas owner (or a new owner) applied for a title in the new state. The new state returned the Texas title to the Texas VTR with a &quot;surrendered&quot; notice.</td>
</tr>
<tr>
<td>(STATE NAME ABBREVIATED)</td>
<td></td>
</tr>
<tr>
<td><strong>TITLE WAITING TO PRINT</strong></td>
<td>A title transaction is in process.</td>
</tr>
<tr>
<td><strong>TITLE WAITING TO PRINT</strong></td>
<td>A title transaction is in process.</td>
</tr>
<tr>
<td><strong>(REPRINT)</strong></td>
<td></td>
</tr>
<tr>
<td>Remark</td>
<td>Description</td>
</tr>
<tr>
<td>--------</td>
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</tr>
<tr>
<td>TNRCC-EMISSION PROGRAM NON-COMPLIANCE</td>
<td>The vehicle is registered in Dallas, Tarrant, Harris or El Paso County, is gasoline powered 2 through 24 years old and subject to vehicle emissions testing, and in the previous 12 months, the vehicle did not pass emissions test.</td>
</tr>
<tr>
<td>TRAFFIC WARRANT</td>
<td>Registration renewal may be denied because of an outstanding traffic warrant.</td>
</tr>
<tr>
<td>VEHICLE TRANSFERRED</td>
<td>The record owner notified TXDMV that on a specific month and year the vehicle was sold or traded. This remark means &quot;check with reporting police agency who placed the remark in the NCIC-TCIC (National Crime Information Center-Texas Crime Information Center) files to see if this vehicle is still stolen or if a recovery notice was received within the past few days.&quot; The placing and removal of stolen remarks in the VTR database is done weekly by the Texas Department of Public Safety. <strong>Because the update occurs weekly, a VTR record may indicate a vehicle is stolen when it is not. TLETS operators should inquire into TCIC/NCIC to determine stolen status and follow standard hit confirmation procedures before police action is taken.</strong></td>
</tr>
<tr>
<td><strong><strong>STOLEN</strong></strong> VERIFY TCIC BY VIN</td>
<td>If the VTR record contains this remark for 5 days following the removal of a TCIC stolen record, notification should be sent by administrative message to mnemonic address CRDP. Use the language: “The stolen remark continues to be reflected on the VTR database response after the TCIC record was removed on &lt;date&gt;. Also, state whether the notifying agency is the entering agency or not.</td>
</tr>
<tr>
<td>VIN CERTIFICATION WAIVED</td>
<td>The vehicle identification number certification was waived. This remark is used to caution the tax collectors to require VIN certification form in the event an application for negotiable Texas title is filed in the future. Also applies to &quot;Title Only&quot; transaction supported by out of state evidence of ownership.</td>
</tr>
<tr>
<td>VIN IN ERROR</td>
<td>The vehicle identification number (VIN) is in error or the year model is 1980 or older and the VIN is not a 17-digit VIN.</td>
</tr>
</tbody>
</table>