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**WEST AUGUSTA TAG OFFICE**

2816 Washington Rd. - Ste. 109  
Augusta, Georgia 30909  
706-821-2475 (p)

**SOUTH AUGUSTA TAG OFFICE**

3463-A Peach Orchard Rd.  
Augusta, Georgia 30906  
706-821-2476 (p)

## Memorandum

To: New and Used Motor Vehicle Dealers

From: Director, Motor Vehicle Division

Re: MANDATORY Electronic Filing Applications for Certificate of Title

Date: October 2, 2017

Effective January 1, 2018, in accordance with O.C.G.A §40-3-33 all new and used motor vehicle dealers must submit applications for certificate of title electronically (online) through the Georgia Electronic Title and Registration (ETR) system.

The attached Department of Revenue Bulletin explains how this new requirement will affect all Georgia dealerships.

Our office is excited and we are in the process of developing a team that can provide some assistance or training as we transition to this new requirement.

Should you have immediate questions on concerns regarding the vendors providing this service on the timeline, please contact the Department of Revenue as referenced on the attached bulletin.

Sincerely,

*Lynn G. Cobb*

Lynn G. Cobb  
Director, Motor Vehicle Registration Division



# GEORGIA DEPARTMENT OF REVENUE

## ▪ MOTOR VEHICLE DIVISION ▪

P.O. Box 740381, Atlanta, GA 30374-0381 ▪ Tel: 1-855-406-5221

Lynnette T. Riley, Commissioner ▪ Georgia Steele, Director

## Notice to Automobile Dealers Mandatory Electronic Filing of Applications for Certificate of Title by New and Used Motor Vehicle Dealers – Effective January 1, 2018

### Why are we receiving notification?

- Effective **January 1, 2018**, all new and used motor vehicle dealers must submit applications for certificate of title electronically (online) through the Georgia Electronic Title and Registration (ETR) system.
- Previously, participation in ETR was voluntary. However, House Bill 412, passed during the 2017 session of the Georgia General Assembly, amended O.C.G.A. § 40-3-33 to require motor vehicle dealer participation in ETR.

### What do we need to do?

- To prepare for this transition, dealers are required to register with one of the approved ETR vendors (listed below). Please contact the ETR vendors if you have any questions.

### What happens if we submit paper title applications after January 1, 2018?

- If the sale occurred prior to January 1, 2018, the Richmond County Tag Offices will process the transaction. If the sale occurred after January 1, 2018, it will no longer be accepted by the Richmond County Tag Office (via walk-in, drop-off, or mail-in) from motor vehicle dealers, subject to the exceptions listed below.

### Are there any transactions that will not be processed through ETR?

- Certain transactions are not processed through ETR. These transactions include:
  - Exemptions from TAVT
    - Certain disabled veterans
    - Non-resident service members
- Trucks and charter buses registering under the International Registration Plan (IRP),
- Vehicles purchased by government entities
- Loaner vehicles
- Vehicles titled in a dealer's name

These transactions will continue to be processed directly through the Richmond County Tag Office, rather than through ETR.



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## Approved Georgia Electronic Title and Registration (ETR) Vendors

### Computerized Vehicle Registration (CVR)

800-386-1746

[www.cvrconnect.com](http://www.cvrconnect.com)

[onlinesales@cvrconnect.com](mailto:onlinesales@cvrconnect.com)

### Dealertrack Registration and Titling Solutions

888-346-3087

[www.dealertrack.com/rts](http://www.dealertrack.com/rts)

### Decision Dynamics, Inc. (DDI)

844-836-1621

[sales@dditechnology.com](mailto:sales@dditechnology.com)

### DLRdmv, LLC

855-335-7368

[www.dlrdmv.com](http://www.dlrdmv.com)

### Title Technologies, Inc.

877-684-4958

[www.titletec.com](http://www.titletec.com)

[sales@titletec.com](mailto:sales@titletec.com)

### For More Information

For more information, visit the Motor Vehicle Division website at <http://dor.georgia.gov/motor-vehicles> or contact the Motor Vehicle Division at 855-406-5221 from 8:00 am to 4:30 pm EST, Monday through Friday, excluding holidays.

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