



IMPORTANT NOTICE

May 25, 2012

TO: HSMV Contracted Service Providers and Vendors

FROM: Julie Baker, Chief
Bureau of Issuance Oversight

SUBJECT: Vendor Account Payment

Effective immediately, all data providers and vendors must pay the setup fees associated with banking and payment processing that is required to do business with the Department. This includes all costs associated with setting up new accounts and/or modifying existing accounts. These transactions include but aren't limited to the following:

- Electronic Filing System Certified Service Provider and agencies
- Electronic Temporary Registration Providers
- Electronic Lien and Title Providers
- Private Tag Agencies
- Driving Record History and Motor Vehicle Records Providers
- Ignition Interlock Vendors

The Department will continue to provide account set ups for new Tax Collector offices; however, new EFS agencies will require payment by the vendor or tag agency requesting it.