

<b>DATE: 04/24/2023</b>	<b>Technical Advisory (TA) RSTL23-007</b>
<b>SUBJECT: Titling Commercial Vehicles</b>	

**Overview:**

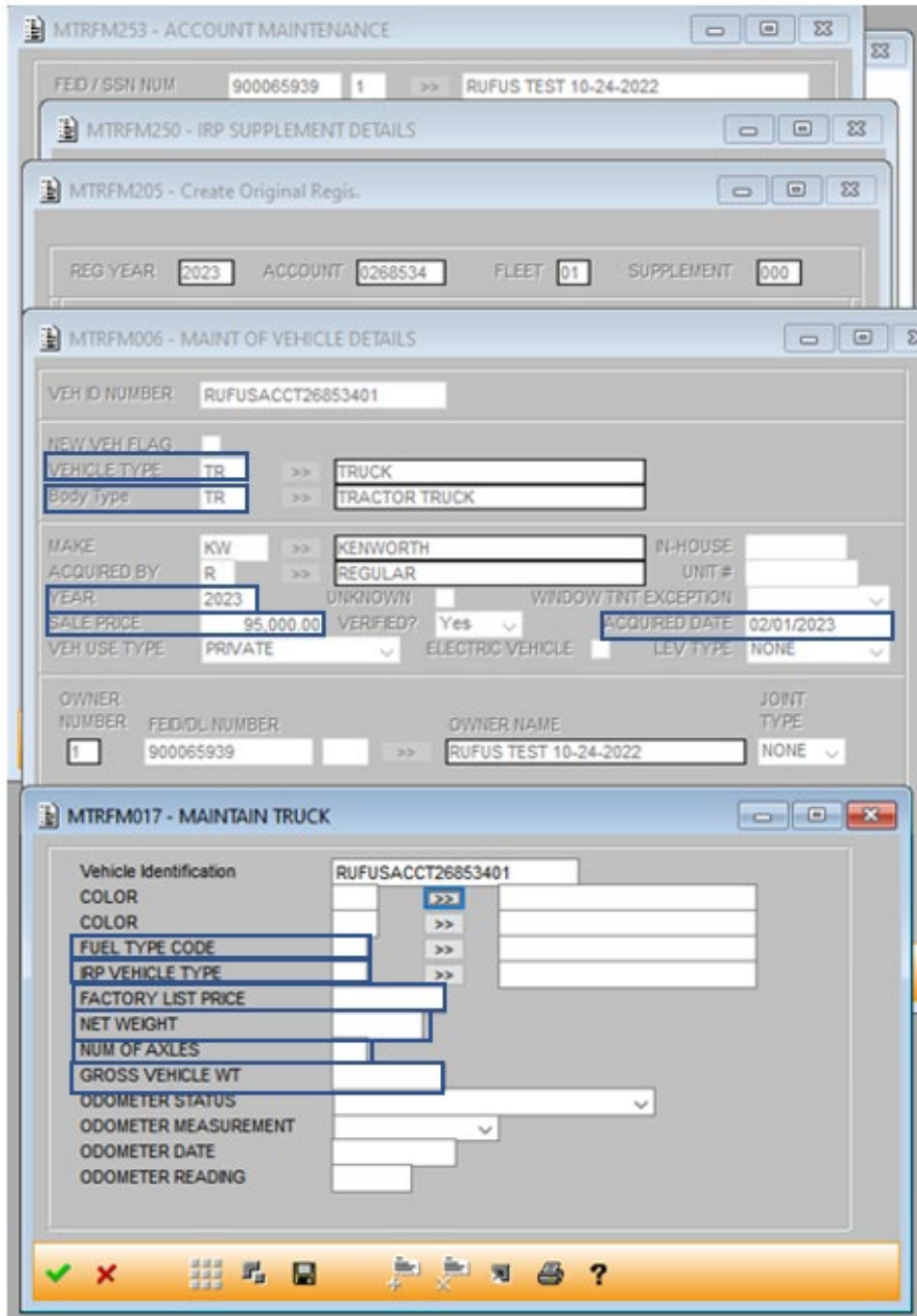
When titling commercial vehicles, certain information is needed to assist with the registration process for apportionable vehicles. Although not every commercial vehicle may become registered through the International Registration Plan (IRP), certain information should be gathered from the customer at the time of titling the commercial vehicle.

**Details:**

When the customer is in the office completing the titling, please ask if the commercial vehicle is going to be registered as an apportionable vehicle. If so, the fields listed below are necessary to register the vehicle through the IRP and should be entered in FRVIS:

- Vehicle Type
- Body Type
- Year
- Sales Price
- Acquired Date
- Fuel Type Code
- IRP Vehicle Type
- Factory List Price
- Net Weight
- Number of Axles
- Gross Vehicle WT

The sample image below shows the Maintenance Vehicle Details and Maintain Truck Screens for registering commercial vehicles through the IRP.



Failure to gather this information will not allow the registration to be processed nor will the cab card be printed. The customer will need to return to the Tax Collector Office, where titling occurred, to input or correct the information for the registration process to continue.

**Conclusion:** For questions regarding the IRP registration process, please contact the IRP/IFTA Program at 850-617-3711 from 8:00 am – 4:30 pm EDT, Monday – Friday.