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DATE: 05/20/25	Technical Advisory (TA) RSTL 25-015
SUBJECT: Agency to Agency Inventory Transfers	

Overview:

Motor vehicle agencies can transfer inventory to other agencies when needed and while waiting to receive inventory orders. The transferring agency should verify that the inventory range is in sequence before completing an Agency to Agency Transfer. If the receiving agency attempts to receive the Agency to Agency Transfer and the sequence is broken, an error will be returned and the inventory will not be completed.

Details:

Before attempting an Agency to Agency Transfer, the transferring agency must verify that the requested inventory numbers are in proper sequence and no numbers are missing or out of order. Submitting numbers in an inventory range that are in proper order will result in a complete inventory range being successfully transferred to the receiving agency.

Submitting numbers in an inventory range that are out of sequence, will result in a broken range and the inventory will not be transferred to the receiving agency. To transfer inventory that is out of sequence, a separate Agency to Agency Transfer must be completed.

Review the example on the following page for transferring an out of sequence inventory range:

INVENT CODE	DECAL YEAR	INVENTORY CONFIG.
VUR		XI1YF
VUR		XI2YF
VUR		XI3YF
VUR		XI4YF
VUR		XI5YF
VUR		XI6YF
VUR		XI7YF
VUR		XI8ZV
VUR		XI9ZV

If the transferring agency completes the Agency to Agency Transfer for the 9 VUR license plates listed above but submits the broken range XI1YF – XI9ZV, when the receiving agency attempts to Receive Agency to Agency Transfer, an error will be returned and the inventory will not be transferred.

The range XI1YF – XI9ZV is a broken range because proceeding XI7YF the inventory with number XI8ZV is out of sequence.

To successfully transfer the 9 VUR license plates, the transferring agency should complete two separate Agency to Agency Transfers:

- Complete the first Agency to Agency Transfer for the complete inventory range: XI1YF – XI7YF to transfer 7 VUR license plates.
- Complete the second Agency to Agency Transfer for the complete inventory range: XI8ZV – XI9ZV to transfer the remaining 2 VUR license plates.

Conclusion:

If you need additional information, please contact your next level of management or the Inventory Control Unit, InventoryControlUnit@flhsmv.gov or 850-617-2900.