



# State of Alabama Department of Revenue

(www.revenue.alabama.gov)  
50 North Ripley Street  
Montgomery, Alabama 36132

August 11, 2010

**CYNTHIA UNDERWOOD**  
Assistant Commissioner

**MICHAEL E. MASON**  
Deputy Commissioner

**LEWIS A. EASTERLY**  
Secretary

## MEMORANDUM

2010 - 20

TO: All License Plate Issuing Officials

FROM: Mike Gamble, Assistant Director *Mike Gamble*  
Motor Vehicle Division

SUBJECT: ETAPS Enhancement to Application Number

The Motor Vehicle Division is in the process of implementing a change to the current application number assigned to each title application created in ETAPS. Currently, the application number is an "E" followed by 9 numeric characters. With implementation of this enhancement, an indicator character or number will be incorporated into the second position of each application number to indicate the type of transaction and primary supporting document. A list of the transaction codes, indicator characters, and an example of each is attached to this memo. **Note that the new application number will still have a total of ten characters/numbers.**

The expected implementation date of this enhancement is **August 25, 2010**. Please ensure your systems are programmed (if necessary) to accept the new application numbers. This change will only affect application numbers created on or after the implementation date of this enhancement. Additionally, all ETAPS search menus will require the entire application number be entered. Preceding zeros "0" and indicator characters may not be left off when entering an application number.

Please feel free to email [titles@revenue.alabama.gov](mailto:titles@revenue.alabama.gov) should you have any questions regarding this matter.

Attachment(s)

<b>Transaction Code</b>	<b>Primary Supporting Document</b>	<b>Indicator Character</b>	<b>Application Number Example</b>
01 (Transfer)	Manufacturer's Certificate of Origin	<b>M</b>	EM00000001
01 (Transfer)	Abandoned Bill of Sale	<b>A</b>	EA00000001
01 (Transfer)	Court Order	<b>C</b>	EC00000001
01 (Transfer)	Bond	<b>B</b>	EB00000001
01 (Transfer)	Out of State Title	<b>T</b>	ET00000001
01 (Transfer)	Registration	<b>G</b>	EG00000001
01 (Transfer)	Federal Government Form	<b>F</b>	EF00000001
02 (Replacement)	Alabama Title/None	<b>2</b>	E200000001
03 (Transfer)	Alabama Title	<b>3</b>	E300000001
04 (Lien Filing)	Alabama Title	<b>4</b>	E400000001
05 (Release of Lien)	Alabama Title	<b>5</b>	E500000001
06 (Correction)	Alabama Title	<b>6</b>	E600000001
10 (Salvage)	Either Alabama Title or Out of State Title	<b>S</b>	ES00000001
15 (Rebuilt)	Any	<b>R</b>	ER00000001
44 (Cancellation)	Any	<b>X</b>	EX00000001