The certificate of title is evidence of ownership. However it should not be relied upon for registration renewals.
The application for certificate of title is required for the initial issuance of license plates, but not for the renewal of license plates.
Verifying ownership using the Electronic Title Application Processing System (ETAPS)

Enter web address into browser:

www.mvtrip.alabama.gov
www.mvtrip.alabama.gov

ETAPS

Initial access and management of ETAPS

Click ETAPS
Initial access and management of ETAPS

The Motor Vehicle Division will provide an administrator user name and password. The administrator’s privilege will include assigning additional employees with ETAPS access.

Enter Username and Password
Initial access and management of ETAPS

For security purposes, upon initial login, you will be required to change your password.
Initial access and management of ETAPS

ETAPS Welcome Page

Welcome to the Alabama Department of Revenue’s Electronic Title Application Processing System (ETAPS). ETAPS permits qualified designated agents of the Alabama Department of Revenue to complete title applications online. Once an application passes system edits and is saved in the system, the application is then printed in a PDF file format (Adobe Acrobat Reader) by the designated agent using a laser printer and signed and dated by both the owner and designated agent. The signed application and supporting documents are then forwarded to the Alabama Department of Revenue for processing. All corresponding title application fees are sent electronically by bank debit.

NOTE: You must have a copy of Adobe Acrobat Reader installed on your computer in order to view and print ETAPS Title Applications. It is also necessary to use Internet Explorer 6.0 or later version in order to accurately view and download ETAPS applications.

For user support, system access or to update user information, please use the “create message” application under the tools drop-down menu or send an email to titles@revenue.alabama.gov.

Please ensure your CAPS lock is on while using ETAPS.

Accessible tabs, may vary according to assigned privileges.
Initial access and management of ETAPS

Changing Individual ETAPS Passwords

Using the tools tab individual staff members may change their passwords.

Welcome.

Welcome to the Alabama Department of Revenue’s Electronic Title Application Processing System (ETAPS). ETAPS permits qualified designated agents of the Alabama Department of Revenue to complete title applications online. Once an application passes system edits and is saved in the system, the application is then printed in a PDF file format (Adobe Acrobat Reader) by the designated agent using a laser printer and signed and dated by both the owner and designated agent. The signed application and supporting documents are then forwarded to the Alabama Department of Revenue for processing. All corresponding title application fees are sent electronically by bank debit.

NOTE: You must have a copy of Adobe Acrobat Reader installed on your computer in order to view and print ETAPS Title Applications. It is also necessary to use Internet Explorer 6.0 or later version in order to accurately view and download ETAPS applications.

For user support, system access or to update user information, please use the “create message” application under the tools drop-down menu or send an email to titles@revenue.alabama.gov

Please ensure your CAPS lock is on while using ETAPS.
Changing Individual ETAPS Passwords

Enter old password and new password.
Password changed successfully notice
How to Manage Users in ETAPS

2 - User Management - Adding - Deleting - Resetting Passwords.exe
How to Manage Users In ETAPS

Click [here](#) for training videos.
Click [here](#) for training manual.

New user added
How to view a Title Snapshot

Continue
Title Snapshot Inquiry Results
Alabama Titles Only

Title Application Snapshot
Active Filters: VIN: SNPEC4AC0DH721697, Run Date/Time: 03/07/2014 11:53:08 AM

<table>
<thead>
<tr>
<th>Title Number</th>
<th>Issue Date</th>
<th>Purchase Date</th>
<th>VIN</th>
<th>Vehicle Make</th>
<th>Vehicle Model</th>
<th>Vehicle Year</th>
<th>Owner Name</th>
<th>Owner Address</th>
<th>Lien Holder 1</th>
<th>Lien Holder 2</th>
<th>Mileage</th>
<th>Trans Code</th>
<th>Legend Code</th>
</tr>
</thead>
<tbody>
<tr>
<td>47S52163</td>
<td>07/30/2013</td>
<td>07/13/2013</td>
<td>SNPEC4AC0DH721697</td>
<td>HYUN</td>
<td>SONATA</td>
<td>2013</td>
<td>STULTS KENNETH OR JAMIE</td>
<td>164 STULTS LN, HALEYVILLE, AL 35565</td>
<td>HYUNDAI MOTOR FINANCE PO BOX 105299, ATLANTA, GA 30348</td>
<td>10</td>
<td>01</td>
<td>71</td>
<td></td>
</tr>
</tbody>
</table>

Title number, Issue date, purchase date, VIN, vehicle make, vehicle model, vehicle year, owner name, owner address, lienholder’s name & address, mileage, trans code and legend code.

Note if trans code or legend code is “10” or “18,44” vehicle is either salvage or has been declared junk and is not eligible for registration renewal.
How to use the Messaging System

Continue
How to use the Messaging System

Internal Messaging System Screen
Dealer License Verification
Prerequisite for
Issuance of
Dealer and Dealer Transit Plates

Who may purchase license plates in this category? A motor vehicle dealer who has a current dealer license as required by Sections 40-12-51 and 40-12-391, or Section 40-12-169.

Who may purchase license plates in this category? A motor vehicle dealer, wholesaler, rebuilder, or reconditioner who has a current dealer license as required by Sections 40-12-51 or 40-12-391, or Section 40-12-169.
http://revenue.alabama.gov/motorvehicle/
Search for Active/Revoked Regulatory Licenses

Click "Search Active/Revoked Regulatory Licensees"
Current listing of dealer with Section 40-12-391 Licenses

Search criteria: Business name, license #, DBA
License Type

Click to see non-negotiable copy of license
License Type Issued

Used Motor Vehicle Dealer, Motor Vehicle Wholesaler, Motor Vehicle Rebuilder

Alabama Department of Revenue
Motor Vehicle Division
P.O. BOX 327643, MONTGOMERY, AL 36132-7643

License Number: 39-05064-14
Effective Date: 10/1/2013
Expiration Date: 9/30/2014
Primary Business Location:
ALABAMA HIGHWAY 35 TAMMY LITTLE DR,
SECTION, AL 35771

Secondary Business Location(s):

This is a regulatory license and is not transferable or refundable. This license should be presented to the privilege license issuing officer at the County Courthouse in the county where your business is located in order to secure the State and County Privilege under Code Section 40-12-51 Automobile Dealer.

Validation Date: 3/6/2014
Reference Information

www.revenue.alabama.gov
Select Motor Vehicle under Divisions and Services tab

Motor Vehicle Division – ETAPS and DA support
titles@revenue.alabama.gov

MVTRIP (Motor Vehicle Title, Registration, and Insurance Portal)
https://www.mvtrip.alabama.gov/
Questions??