

CRS Customer: Intrastate (Full Fee) Registration Renewal

Version 1.2 | February 3, 2020



YOUR *Safety*



YOUR *Mobility*



YOUR *Economic Opportunity*



Intrastate (Full Fee) Registration Renewal

This document will provide instruction on how to renew a fleet using the Commercial Registration System (CRS) application.

New customers to the CRS Application need to contact Idaho Transportation Department Motor Carrier Services to have system access activated.

New users should read the **CRS Customer Account Access** or **Adding Vehicles to Full Fee Fleets** instructions prior to this module.

1) Inquiry Options

After logging in to CRS, the Customer Dashboard will be displayed.

- a) Select **Services**.
- b) Select **IRP/Intrastate**.

- c) The Site Map page opens. To renew a fleet or a vehicle in a fleet, select **Renew Fleet**.

- d) Enter the Fleet No. and the most recent Fleet Expiration Year in their respective fields.
- e) Select **Proceed**.

- f) The Customer Details screen will display. Verify the information is accurate.
 g) If the information is correct, select **Proceed**.

Customer Details Renew Fleet

Customer Details

| | | | | | |
|--------------|---------------------|-------------------|-----------------|------------------|-------------|
| Account No.: | 99999 | Registrant Type: | C - CORPORATION | Carrier Type: | C - CARRIER |
| Legal Name: | NO ACCOUNT ACCOUNTS | IFTA Account No.: | | Customer Status: | A - ACTIVE |
| DBA Name: | | | | | |

Address Details

Physical Address Mailing Address

| | | | | | |
|---------|-----------------|-----------|-------|----------|------------|
| Street: | 3311 W STATE ST | Zip Code: | 83703 | Jur: | ID - IDAHO |
| City: | BOISE | County: | ADA | Country: | US |

Business Customer Details

| | | | | | |
|------------------|----------------|----------|-----------------|----------------|--------------|
| USDOT No.: | 007654321 | TIN: | 829999999 | Primary Phone: | 208-334-8617 |
| Contact Name: | CONTACT PERSON | Email: | EMAIL@GMAIL.COM | | |
| Alternate Phone: | | Fax No.: | | | |

Account Details

Email Notification: ☒

Comments +

Proceed Refresh Quit ?

- h) If there are no problems, the Fleet Details screen will display. There will be a message in the top blue bar showing the Renewal account has been generated. Select **Proceed**.

IRPFLT129 : [I] Account has 0 power unit fleet(s) for 2020. Account has 2 power unit fleet(s) for 2019.
IRPACC00 : [I] Renewal account has been generated. ←

Fleet Details Renew Fleet

Fleet Summary

| | | | | | |
|---------------|------------|------------------|-----------------|-------------|---------------------|
| Account No.: | 99999 | Registrant Type: | C - CORPORATION | Fleet No.: | 001 |
| Fleet Status: | A - ACTIVE | Carrier Type: | C-CARRIER | Legal Name: | NO ACCOUNT ACCOUNTS |
| DBA Name: | | | | | |

Address Details

Physical Address Mailing Address Service Provider One-Time Mailing Address

| | | | | | |
|---------|-----------------|-----------|-------|----------|------------|
| Street: | 3311 W STATE ST | Zip Code: | 83703 | Jur: | ID - IDAHO |
| City: | BOISE | County: | ADA | Country: | US |

Non Deliverable Address: ☐

Fleet Details

| | | | | | |
|----------------------|--------------------------|-------------------|-----------------|-----------------------------|--------------------------|
| *Contact Name: | CONTACT PERSON | *Email: | EMAIL@GMAIL.COM | *Primary Phone: | 208-334-8617 |
| Alternate Phone: | | Fax No.: | | Change Address on USDOT: | <input type="checkbox"/> |
| TIN: | 829999999 | USDOT No.: | 007654321 | Change Vehicle USDOT / TIN: | <input type="checkbox"/> |
| *Fleet Type: | FFP - Full Fee Power | *Commodity Class: | A - ALL | County Distribution: | |
| *Effective Date: | 01/01/2020 | *Expiration Date: | 12/31/2020 | *First Operated: | 01/01/2015 |
| Mobile Notification: | <input type="checkbox"/> | | | | |

Comments +

Proceed Cancel Refresh Quit ?

- i) Any problems with the renewal will show in the tan bar at the top of the Renewal Vehicle Processing screen giving options to fix the errors.
- j) This screen also provides an opportunity to see how many vehicles are on the renewal, and a chance to add, amend or delete vehicles with the renewal by using the option buttons. (See instruction 2 below if any of these need to be done.)

⚠ IRPVEH450 : [W] Unit(s) [80, 43, 13, 12] have no plate assigned. If you continue a new plate will be assigned or select 'Update from Previous Year' button or amend the vehicle and check 'Use Existing Plate' option to not issue a new plate.

Renewal Vehicle Processing Renew Fleet

Renewal Details

| | | |
|-------------------------------|----------------------------------|----------------------|
| Account No.: 99999 | Legal Name: NO ACCOUNT ACCOUNTS | DBA Name: |
| Fleet No.: 001 | Expiration Month / Year: 12 2020 | Supplement No.: 000 |
| Supplement Desc.: RENEW FLEET | Fleet Type: FFP - Full Fee Power | USDOT No.: 007654321 |
| Amended Vehicles: 0 | Added Vehicles: 0 | Deleted Vehicle: 0 |
| Renewed Vehicles: 14 | | |

☐ ADD VEHICLE
 ☐ AMEND VEHICLE
 ☐ DELETE VEHICLE

Proceed
 Update From Previous Year
 Done
 Cancel
 Quit
 ?

| Unit No. | VIN | Title No. | Vehicle Type | Registered Weight | Distance | Distance Type | We certify that the actual distance submitted is accurate | Estimated Mileage Guidelines |
|----------------------------|-----|-----------|--------------|-------------------|----------|---------------|---|------------------------------|
| No data available in table | | | | | | | | |

Showing 0 to 0 of 0 entries

First Previous Next Last

Save Mileage
 Refresh

- k) If there are vehicles over 60,000 pounds the Renewal Vehicle Processing screen will look different. Vehicles that are 60,000 pounds or under will not show on this screen because mileage is not required for renewal. Vehicles requiring Mileage will have fields for Distance, Distance Type (Actual or Estimated) and a check box to mark if the mileage submitted is accurate. Enter the mileage information and select **Save Mileage**.
- l) If no other changes or additions are needed, select **Done**.

🔔 GEN4173 : [I] vehicle details saved successfully. For VIN ID: [4V1JDBJF1R827023, 2XKDD69X25M638768, 1XKDDR9XXS564087]

Renewal Vehicle Processing Renew Fleet

Renewal Details

| | | |
|-------------------------------|----------------------------------|---------------------|
| Account No.: 99999 | Legal Name: NO ACCOUNT ACCOUNTS | DBA Name: |
| Fleet No.: 001 | Expiration Month / Year: 12 2020 | Supplement No.: 000 |
| Supplement Desc.: RENEW FLEET | Fleet Type: FFP - Full Fee Power | USDOT No.: |
| Amended Vehicles: 0 | Added Vehicles: 0 | Deleted Vehicle: 0 |
| Renewed Vehicles: 25 | | |

☐ ADD VEHICLE
 ☐ AMEND VEHICLE
 ☐ DELETE VEHICLE

Proceed
 Update From Previous Year
 Done
 Cancel
 Quit
 ?

| Unit No. | VIN | Title No. | Vehicle Type | Registered Weight | Distance | Distance Type | We certify that the actual distance submitted is accurate | Estimated Mileage Guidelines |
|----------|-----|-----------|--------------|-------------------|----------|---------------|---|------------------------------|
| 316 | | | TK - Truck | 62000 | 12500 | A - Actual | <input checked="" type="checkbox"/> | N - NOT REQUIRED |
| 305 | | | TK - Truck | 80000 | 10000 | A - Actual | <input checked="" type="checkbox"/> | N - NOT REQUIRED |
| 308 | | | TR - Tractor | 80000 | 9574 | A - Actual | <input checked="" type="checkbox"/> | N - NOT REQUIRED |

Showing 1 to 3 of 3 entries

First Previous 1 Next Last

Save Mileage
 Refresh

- m) The Web Processing screen displays. Uploading of documents for the renewal, such as the HVUT, Insurance or Title documents, are done on this page. (See instruction **3** below.)

2) Add, Amend, or Delete Vehicles

The following instructions are used if a button is marked (instruction **1j** above).

- a) After clicking on the appropriate button (Add Vehicle, Amend Vehicle, or Delete Vehicle), as needed, select **Proceed**.

Renewal Details

Account No.: 99999 Legal Name: NO ACCOUNT ACCOUNTS DBA Name: Expiration Month / Year: 12 2020 Supplement No.: 000

Fleet No.: 001 Fleet Type: FFP - Full Fee Power USDOT No.: 007654321

Supplement Desc.: RENEW FLEET Deleted Vehicle: 0

Amended Vehicles: 0 Added Vehicles: 0 Renewed Vehicles: 14

☐ ADD VEHICLE ☐ AMEND VEHICLE ☐ DELETE VEHICLE

Proceed Update From Previous Year Done Cancel Quit ?

- Selecting Add Vehicle and Proceed brings up the Vehicle Details screen to add a vehicle. Enter all the vehicle information here and select **Proceed**. For detailed information see the instruction module **Adding-Vehicles-To-Full-Fee-Fleets**.
- Selecting Amend Vehicle and Proceed brings up the Vehicle Details screen and shows the Unit No. Drop-down to select a vehicle. Update the vehicle information and select **Proceed**. For detailed information see the instruction module **FullFee-Registration-Maintenance**.
- Selecting Delete Vehicle and Proceed brings up the Vehicle Details screen showing all the vehicles that were on the fleet the previous year.
 - Place a check mark in front of the vehicle needing to be deleted.
 - Select a delete reason from the **Reason** drop down.
 - The **Delete/Inactive Date** will prefill with the date the fleet will be renewed. A **Comment** may be added.
 - When finished with editing the vehicles to be deleted, select **Proceed**.

Vehicle Details Renew Fleet

Supplements Details

Account No.: 99999 Fleet No.: 001 Legal Name: NO ACCOUNT ACCOUNTS Expiration Month / Year: 12 2020 Supplement No.: 000 Deleted Vehicle: 0 Fleet Type: FFP - FULL FEE POWER Supplement Desc.: RENEW FLEET USDOT No.: 007654321

Vehicle Search

Unit No.: VIN: Plate No.: **Search**

List of Active Vehicles

| Select | Unit No. | VIN | Plate No. | Reason | Delete / Inactive Date | Comment | Waive Base Jurisdiction Credit |
|-------------------------------------|----------|--------------------|-----------|----------------|------------------------|---------|--------------------------------|
| <input checked="" type="checkbox"/> | 12 | ADF4485 | | SLD - SOLD | 01/01/2020 | | <input type="checkbox"/> |
| <input checked="" type="checkbox"/> | 13 | VVC5456655 | | TTD - TOTALLED | 01/01/2020 | | <input type="checkbox"/> |
| <input type="checkbox"/> | 2 | VN1234 | YV109 | DEL - DELETED | MM/DD/YYYY | | <input type="checkbox"/> |
| <input type="checkbox"/> | 21 | 1PUA18YB30H4276621 | YV111 | DEL - DELETED | MM/DD/YYYY | | <input type="checkbox"/> |
| <input type="checkbox"/> | 43 | 1FTB13D60DEA42343 | | DEL - DELETED | MM/DD/YYYY | | <input type="checkbox"/> |
| <input type="checkbox"/> | 44 | P6545559F444 | YV105 | DEL - DELETED | MM/DD/YYYY | | <input type="checkbox"/> |
| <input type="checkbox"/> | 51 | 128351 | YV112 | DEL - DELETED | MM/DD/YYYY | | <input type="checkbox"/> |
| <input type="checkbox"/> | 56 | P5455559564F | YV104 | DEL - DELETED | MM/DD/YYYY | | <input type="checkbox"/> |
| <input type="checkbox"/> | A4 | 6FT4545545411FA4 | YV108 | DEL - DELETED | MM/DD/YYYY | | <input type="checkbox"/> |

Showing 1 to 13 of 13 entries

Proceed Done Cancel Vehicle List Refresh Quit ?

e. The vehicle(s) to be deleted will be displayed, select **Proceed** again.

Vehicle Details Renew Fleet

Account Details

Account No.: 99999
 Fleet Expiration Month / Year: 12/2020
 DELETE VEHICLE: 0

Fleet No.: 001
 Supplement No.: 000
 Fleet Type: FFP - FULL FEE POWER

Legal Name: NO ACCOUNT ACCOUNTS
 Supplement Desc.: RENEW FLEET
 USDOT No.: 007654321

List of Active Vehicles

| Unit No. | VIN | Plate No. | Reason | Delete / Inactive Date | Comment | Waive Base Jurisdiction Credit |
|----------|------------|-----------|----------------|------------------------|---------|--------------------------------|
| 12 | ADF44455 | | SLD - SOLD | 01/01/2020 | | N |
| 13 | VVC5456655 | | TTD - TOTALLED | 01/01/2020 | | N |

b) The Renewal Details screen will display showing the vehicles to renew. If everything is correct, select **Done**.

1 IRPFLT01: [0] Renewal fleet has been generated.
 Renew Fleet

Renewal Vehicle Processing

Renewal Details

Account No.: 99999
 Fleet No.: 001
 Supplement Desc.: RENEW FLEET
 Amended Vehicles: 0
 Renewed Vehicles: 25

Legal Name: NO ACCOUNT ACCOUNTS
 Expiration Month / Year: 12 2020
 Fleet Type: FFP - Full Fee Power
 Added Vehicles: 0

DBA Name:
 Supplement No.: 000
 USDOT No.:
 Deleted Vehicle: 0

☐ ADD VEHICLE
 ☐ AMEND VEHICLE
 ☐ DELETE VEHICLE

| Unit No. | VIN | Title No. | Vehicle Type | Registered Weight | Distance | Distance Type | We certify that the actual distance submitted is accurate | Estimated Mileage Guidelines |
|----------|-----|-----------|--------------|-------------------|----------|---------------|---|------------------------------|
| 316 | | | TK - Truck | 62000 | 12500 | A - Actual | <input checked="" type="checkbox"/> | N - NOT REQUIRED |
| 305 | | | TK - Truck | 80000 | 10000 | A - Actual | <input checked="" type="checkbox"/> | N - NOT REQUIRED |
| 308 | | | TR - Tractor | 80000 | 9574 | A - Actual | <input checked="" type="checkbox"/> | N - NOT REQUIRED |

Showing 1 to 3 of 3 entries
 First Previous 1 Next Last

3) Web Processing / Adding Vehicle Documents

Uploading documents for the renewal, such as the HVUT, Insurance, or Title, are done on this screen.

- The Vehicles and Document Types will display in a drop down. Select the vehicle (**VIN**) and **Document Type** that needs to have an uploaded document. **Note:** If a vehicle list does not come up and a specific VIN is showing, remove the VIN and the list should display.
- Select **Browse** and find the document desired.
- Select **Upload**. Follow this procedure for all documents needed for the renewal. **Note:** If there is an outstanding document for the fleet needed, information will show under the Fleet Document area.

Web Processing Submit

Submit Process

*Account No.: 99999 *Fleet No.: 001 Legal Name: NO ACCOUNT ACCOUNTS
 *Fleet Expiration Year: 2020 *Fleet Expiration Month: 12 *Supplement No.: 000
 Status: PEN - Pending

Comments Submit View List Refresh Quit ?

| Account No. | Fleet No. | Fleet Exp. MM/YYYY | Supplement No. | Supp. Status | Fleet Type | Submit Date | Status | Transaction Type |
|--------------|-----------|--------------------|----------------|--------------|------------|-------------|--------|------------------|
| Select 99999 | 001 | 12/2020 | 000 | O - OPEN | FFP | 01/21/2020 | APR | RWC |

Showing 1 to 1 of 1 entries First Previous 1 Next Last

*VIN: 1XP4D49X5CD153563
1XP5D68X3VD422812
VIN1234
74341GL
128351
77YTHG65464
77FD5646465464
6FT45465465411FA4
1FUAYCYA2EP243683
1FUAYBYB2GH276621
1FT8X3D68DEA42343
F6546589F444
F5465D56564F
456982D3513D55
1FUAYBYB2GH276620 Vehicle Document Type: HVUT - Form 2290
SRF - Safety Responsibility Form
OPR - Owner Permission to Register
BOS - Bill of Sale
EDS - Estimated Mileage Guidelines
CBR - Current Base State Registration
INS - Insurance Document
POW - Proof Of Ownership
TTL - Title Document Browse Upload

| VIN | Document Type | File Name | Document Status | Delete |
|-------------------|---------------|------------------|-----------------|--------|
| 1FUAYBYB2GH276619 | | 99999_1_2020_... | P - Pending | Delete |

Showing 1 to 1 of 1 entries First Previous 1 Next Last

Fleet Document Type: IRF - IRP Requirements Form Browse Upload

| Document Type | File Name | Document Status | Delete |
|----------------------------|-----------|-----------------|--------|
| No data available in table | | | |

- Once all documents are uploaded, select **Submit**.

Web Processing Submit

Submit Process

*Account No.: 99999 *Fleet No.: 001 Legal Name: NO ACCOUNT ACCOUNTS
 *Fleet Expiration Year: 2020 *Fleet Expiration Month: 12 *Supplement No.: 000
 Status: PEN - Pending

Comments Submit View List Refresh Quit ?

| Account No. | Fleet No. | Fleet Exp. MM/YYYY | Supplement No. | Supp. Status | Fleet Type | Submit Date | Status | Transaction Type |
|--------------|-----------|--------------------|----------------|--------------|------------|-------------|--------|------------------|
| Select 99999 | 001 | 12/2020 | 000 | O - OPEN | FFP | 01/21/2020 | APR | RWC |

Showing 1 to 1 of 1 entries First Previous 1 Next Last

*VIN: 1XP5D68X3VD422812 Vehicle Document Type: HVUT - Form 2290 Browse Upload

Vehicle Document

| VIN | Document Type | File Name | Document Status | Delete |
|-------------------|------------------|---|-----------------|--------|
| 1XP5D68X3VD422812 | HVUT - Form 2290 | 99999_1_2020_12_01XP5D68X3VD422812_HVUT.PNG | P - Pending | Delete |
| 1XP4D49X5CD153563 | HVUT - Form 2290 | 99999_1_2020_12_01XP4D49X5CD153563_HVUT.PNG | P - Pending | Delete |
| 1FUAYBYB2GH276620 | HVUT - Form 2290 | 99999_1_2020_12_01FUAYBYB2GH276620_HVUT.PNG | P - Pending | Delete |
| 1FUAYBYB2GH276619 | HVUT - Form 2290 | 99999_1_2020_12_01FUAYBYB2GH276619_HVUT.PNG | P - Pending | Delete |

Showing 1 to 4 of 4 entries First Previous 1 Next Last

Fleet Document Type: IRF - IRP Requirements Form Browse Upload

- e) The Supplement is now available for Motor Carrier to approve the documents and renewal and produce an invoice. A notification will be emailed to the carrier at the email address on the account. Once a carrier receives the invoice, access to the invoice to make payment will be available.

4) Renewal Payment

After receiving email notification, the invoice needs to be paid to complete the renewal process.

- a) Logon on to CRS, select **Operations** then **Finance**.

CRS Application - Enterprise

Menu Finder

Customer Dashboard

Customer Summary

NO ACCOUNT ACCOUNTS

Account No.: **99999**
 DBA Name: **CRS**
 TIN: 829999999
 USDOT No.: 007654321
 Carrier Type: CARRIER
 Registrant Type: CORPORATION
 Enterprise System Credit: \$0.00
 Last Updated User ID: CRS CONVERT

Customer Status: **ACTIVE**
 Email: EMAIL@GMAIL.COM
 Phone No.: 208 - 334 - 8617
 Cell Phone No.:
 Fax:
 Last Updated On: 06/27/2019 07:20:14 PM
 Last Updated User ID: CRS CONVERT

Physical Address: 3311 W STATE ST
 BOISE, ADA, ID, 83703

IRP/Intrastate Summary

Account No.: **99999**
 Account Status: **Active**
 Old Account No.: 0

| Fleet No. | Fleet Type | Expiration Month / Year | DBA Name | Fleet Status | Total Vehicles |
|-----------|------------|-------------------------|----------|--------------|----------------|
| 001 | FFP | 12 / 2019 | | Active | 25 |
| 001 | FFP | 12 / 2020 | | Active | 25 |
| 002 | PTF | 12 / 2099 | | Active | 3 |
| 003 | ATF | 12 / 2019 | | Active | 14 |

First Previous 1 Next Last

- b) On the Payment screen, the account number will be displayed. For faster searching enter the Invoice No. and select **Search**.

Payment

Cart Payment

Search for Transaction

Account No.: 99999

Invoice Date From: MM/DD/YYYY To: MM/DD/YYYY

Legal Name:

Invoice No.: **99999**

Cart Id:

All Transaction: ☐

Search Refresh Quit ?

Selected Transaction

Payer Name:

Payer Account No.:

Receipt Date: MM/DD/YYYY

Pay Save & Quit

c) The search result will display. Select **Pay** to add the invoice to the payment cart.

Payment Cart Payment

Search for Transaction

Account No.: 99999
 Invoice Date From: MM/DD/YYYY To: MM/DD/YYYY
 Legal Name:
 Invoice No.:
 Cart Id:
 All Transaction: ☐

Search Refresh Quit ?

Selected Transaction

Payer Name: Payer Account No.: Receipt Date: 12/31/2019

| Remove | Account No. | Legal Name | Invoice No. | Invoice Date | Transaction Type | Priority | Amount Due (\$) |
|--------------------------|-------------|------------|-------------|--------------|---|----------|-----------------|
| <input type="checkbox"/> | | | 356810 | 12/30/2019 | INTRASTATE,AC# ;FL#001,FLYR:2020,SUPP#000 | 1 | 8882.25 |
| Total | | | | | | | 8882.25 |

Showing 1 to 1 of 1 entries

Remove

Pay Save & Quit

d) Select **Electronic Payment** to proceed to the LexisNexis payment portal. Do not close the CRS browser screen.

Payment Cart Payment

Payment

Payer Account No.: 99999 Legal Name: NO ACCOUNT ACCOUNTS DBA Name:
 Enterprise System Credit: 0.00

| Invoice No. | Invoice Date | Legal Name | Transaction Type | Amount Due (\$) |
|-------------------------|--------------|------------|---|-----------------|
| 356810 | 12/30/2019 | | INTRASTATE,AC# ;FL#001,FLYR:2020,SUPP#000 | 8882.25 |
| Total Amount Due | | | | 8882.25 |

Payment Details

| Delete | Payment Type | Payment No. | Payment Amount (\$) |
|--------------------------|----------------------|----------------------|----------------------|
| <input type="checkbox"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |

Delete Add Electronic Payment

After you make payment, you must come back to this screen and select **PROCEED** to get your Credential/Permits.

Total: 0.00
 Remaining Balance: 8882.25
 Change: 0.00
 Over Payment: 0.00
 Net Amount Paid: 0.00

For Over Payment: ☒ System Credit ☐ Refund

Electronic Delivery Type

Payment receipt Electronic Delivery type: ID - PDF

Proceed Refresh Quit ?

5) The LexisNexis Payment Portal

- The LexisNexis payment portal will display. Do not close the CRS browser page.
- If a CRS session times out the customer will need to log back into CRS to complete the transaction.
- If payment is not desired at this time, close the portal by clicking the X in the upper right corner, the system will go back to the CRS Payment screen.
- Click **Reload** to bring the back the Payment screen, or **Quit** to quit payment screen.

6) Making a Portal Payment

- a) To make a payment:
 - i) Enter the appropriate information each field with a black asterisk (*).
 - ii) Select **Continue**.
 - iii) If the E-mail address is accurate, and confirmed, a receipt is generated and emailed to the email address.

https://demo.payments.lexisnexis.com/images/bu_logo/bu53448_logo.gif logo

ITD Web
3311 W. State St., Boise, ID 83707
(208)-334-8770

| | |
|------------------------|-------------------|
| Agency Amount | \$8,882.25 |
| LexisNexis Service Fee | \$266.47 |
| Total Amount | \$9,148.72 |

Billing Address

Address Type
☒ Domestic (US and Puerto Rico)
 ☐ Military (APO/FPO)
 ☐ International (including Canada, Mexico)

Billing First Name* CW

Billing Last Name* McCall

Billing Zip Code* 83703

Billing Address Line1* 3311 w state st

Billing Address Line2

Billing City* Boise

Billing State* ID ☒

E-mail* Email@email.com

Confirm E-mail* Email@email.com

Phone Number* (208) 555-1212

Previous Page

Payment Information

Payment Type
☒ Credit Card
 ☐ Personal Check
 ☐ Business Check

Card Number* *****

Expiration Month* Jan

Expiration Year* 2020

Security Code* 831

We've provided this sample credit card to assist you in finding the security code.

Captcha*

Enter Captcha wagrh

Continue

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(Page Last Update 12/31/2019 01:29 PM CST)

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TRUSTe Certified Privacy Powered by TrustArc

- b) A Confirmation of Payment screen will display. Select the check box above the Pay Now button
- c) Select **Pay Now**.

https://demo.payments.lexisnexis.com/images/bu_logo/bu53448_logo.gif logo

ITD Web
3311 W. State St., Boise, ID 83707
(208)-334-8770

| | |
|------------------------|-------------------|
| Agency Amount | \$8,882.25 |
| LexisNexis Service Fee | \$266.47 |
| Total Amount | \$9,148.72 |

Billing Address

Billing First Name CW

Billing Last Name McCall

Billing Zip Code 83703

Billing Address Line1 3311 w state st

Billing Address Line2

Billing City Boise

Billing State ID

Billing Country United States of America

E-mail Email@email.com

Phone Number (208) 5551212

Previous Page

Payment Information

Credit Card

Card Number *****0248 (MASTERCARD)

Expiration Date 01/2020

Payment Authorization

Total Amount \$9,148.72

Acknowledgment

☒ By checking this box, I am authorizing the payment of the bill amount plus the LexisNexis Service Fee.

Pay Now

d) The Receipt screen with the payment authorization will display.

https://demo.payments.lexisnexis.com/images/bu_logo/bu53448_logo.gif logo

ITD Web
3311 W. State St., Boise, ID 83707
(208)-334-8770

Receipt

| | | | |
|---------------------|------------------------------------|------------------|------------|
| Payment Date | 12/31/2019 01:33 PM CST | Payment Status | AUTHORIZED |
| Confirmation Number | 20024081 | Transaction Type | Purchase |
| Payment Method | Credit Card (MASTERCARD) *****0248 | CVV2 Response | M |
| Expiration | ##/## | | |
| Approval Code | TestOK | | |
| AVS Response | A | | |

Bill To
CW McCall
3311 W state st , Boise, ID - 83703 US

Payment Towards

| | | | | | |
|--------------------------|------------|--------|------------|-------------|----|
| Payment Towards UniqueID | IDCRS 2077 | Amount | \$8,882.25 | CarrierName | LP |
|--------------------------|------------|--------|------------|-------------|----|

Charge Information

| | |
|------------------------|------------|
| Agency Amount | \$8,882.25 |
| LexisNexis Service Fee | \$266.47 |
| Total Amount | \$9,148.72 |

Your payment was made through paymentsolutions.lexisnexis.com, one of the LexisNexis VitalChek Network Inc. portals.
For business or technical support, please send an email to paymentsolutions@lexisnexis.com.
The best way to contact the Idaho DOT is to call (999) 123-4567

LexisNexis® RISK SOLUTIONS

Home | Payment Solutions | Contact Us | Terms and Conditions | Privacy Policy

TRUSTe Certified Privacy Powered by TrustArc

7) Printing a Receipt

There two methods for printing a receipt.

- While the LexisNexis screen is displayed, a payment receipt can be printed.
 - Right-click** on the screen.
 - Select **Print** from the menu that opens.
 - Select the printer from the print dialog box.
 - Click **Print**.
 - Close or minimize the LexisNexis screen to bring the CRS screen back.
- Go back on the CRS screen.
 - Once the **Payment No.** is populated, select **Proceed**.

Payment Details

Proceed

| Delete | Payment Type | Payment No. | Payment Amount (\$) |
|--------------------------|--------------|-------------|---------------------|
| <input type="checkbox"/> | Credit Card | 20025637 | 8882.25 |

Delete Add Electronic Payment

After you make payment, you must come back to this screen and select PROCEED to get your Credential/Permits.

Total: 8882.25
Remaining Balance: 0.00
Change: 0.00
Over Payment: 0.00
Net Amount Paid: 8882.25


For Over Payment: ☒ System Credit ☐ Refund

Electronic Delivery Type

Payment receipt Electronic Delivery type: D - PDF

Proceed Refresh Quit ?


- ii) When the ITD receipt opens, move the cursor to the bottom of the page, and click on the printer icon.



IDAHO TRANSPORTATION DEPARTMENT
MOTOR CARRIER SERVICES
 P.O. Box 34
 BOISE, ID 83707 • (208) 334-8611
 Website: www.trucking.idaho.gov Email: cvs@itd.idaho.gov
 Payment Receipt

Legal Name : NO ACCOUNT ACCOUNTS
DBA Name :
 3311 W STATE ST
 BOISE, ID 83703

Cart Id : 23632
Payer Account No. : 99999
Payment Date : 01/22/2020
User Id : ID099999A
Location : INTERNET OFFICE



INVOICE DETAIL :

| Invoice No. | Name | Transaction Detail | Amount |
|--------------|--|--|---------------------|
| 356889 | Carrier: NO ACCOUNT ACCOUNTS DBA: | INTRASTATE;AC#:99999;FL #:001;FLYR:2020;SUPP#:00 0;RENEW FLEET | \$ 8,882.25 |
| Total | | | *\$ 8,882.25 |

*Total amount includes all original invoice balances and excludes any payments.

PAYMENT DETAIL :

| Payments | Payment Date | Amount |
|----------------------|--------------|--------------------|
| Credit Card-20025637 | 01/22/2020 | \$ 8,882.25 |
| Total Paid | | \$ 8,882.25 |

