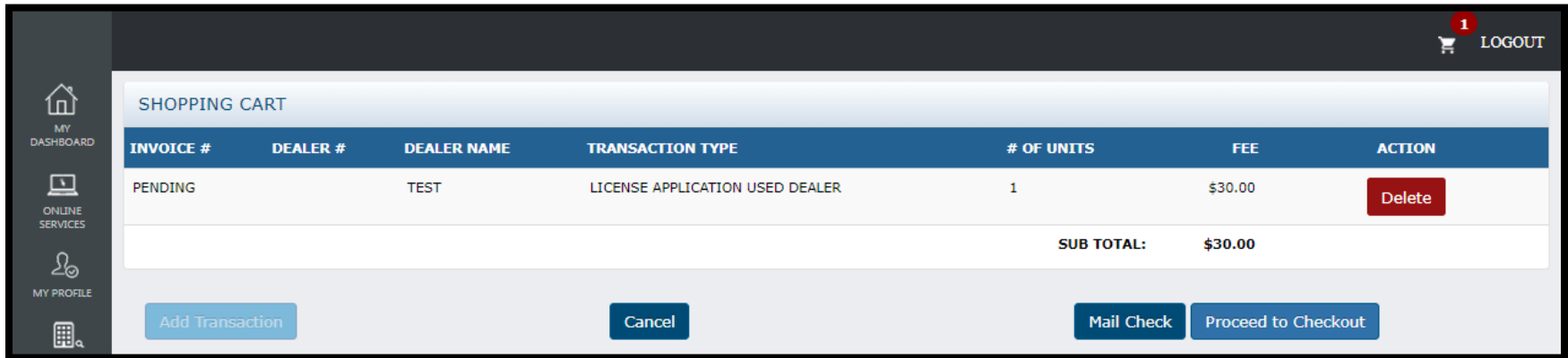


Submitting and Tracking Your Application



The screenshot displays a user's shopping cart on a website. The cart contains one item: a license application for a dealer named 'TEST'. The transaction is in a 'PENDING' state. The fee for this application is \$30.00. The interface includes a navigation sidebar on the left with options for 'MY DASHBOARD', 'ONLINE SERVICES', and 'MY PROFILE'. At the top right, there is a 'LOGOUT' button with a notification badge showing '1'. Below the cart table, there are buttons for 'Add Transaction', 'Cancel', 'Mail Check', and 'Proceed to Checkout'.

INVOICE #	DEALER #	DEALER NAME	TRANSACTION TYPE	# OF UNITS	FEE	ACTION
		TEST	LICENSE APPLICATION USED DEALER	1	\$30.00	Delete
SUB TOTAL:					\$30.00	

- After you submit your application, you will be routed to this page
- You can pay online using a credit/debit card or e-check
- You also have the option of mailing a check. If you select this option please note the following:
 - o We will not begin processing your application until we have received the check.
 - o Please include a note indicating what the check is for. We will return the payment (further delaying your application processing) if we cannot determine what the check is for.

RECENT TRANSACTIONS View All					
DEALER #	DEALER NAME	TRANSACTION TYPE	STATUS	WORK ORDER #	DATE
TBD	TEST	LICENSE APPLICATION USED DEALER	RECEIVED	2019181620-001	10/22/2019

You can track the status of your application by viewing the Recent Transactions box on MY DASHBOARD.

Once your application is submitted, a Licensing and Compliance Clerk will review application for completeness and be in contact regarding any deficiencies. Once deemed “complete,” the clerk will forward the application to a Field Examiner who will more closely scrutinize the number of plates requested. If approved by an examiner, the application will be forwarded back to the clerk for formal application approval. Once approved, a plate invoice will be generated and available for payment from your dashboard.