

SECTION 3B: REMOVE VEHICLE FROM FLEET

TRANSACTION TYPE SELECTION:

Main Menu

dotdmr processing on behalf of TEST EMV FLEET - F049

This system has been designed to walk you through each available transaction. Simply select the appropriate radio button and click "Next" to begin the step-by-step instructions.

Create Fleet
 Maintain Fleet
 Forms and reports
 Bank account information

Navigation tip: To move from page to page in e-MV Agent, be sure to use the controls at the top or bottom of each page. **Don't use the "Back" or "Forward" buttons on your browser.**
Note: This tool requires a Java-enabled browser, such as Netscape Navigator v 6.0 and above, or Microsoft Internet Explorer v 5.0 and above.

Select **Maintain Fleet**

Click **Next**

Select Fleet

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A
 TEST FLEET A
 TEST FLEET 1

Select fleet to maintain. Click **Select Fleet**

Maintain Fleet Menu

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- Add Vehicle to Fleet
- Remove Vehicle from Fleet
- Update Fleet Information
- Renew Fleet Registrations
- Remove Fleet
- Reprint Certificate of Registration Reference Number
- Update Unit Number
- Update Vehicle kept in Details
- View Fleet Vehicles

Next

Return to Menu

Select **Remove Vehicle from Fleet**. Click **Next**

Select Vehicle

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VIN
OR
Plate Plate Type
OR
Unit Number

Continue

Cancel

To remove a vehicle from the fleet enter **either** the vehicle identification number (VIN) **or** plate number **or** unit number.

Select **Continue**

Vehicle Information

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VIN:	AA185JHA19216	Year:	1979
Style:	CB	Model:	
Vehicle Type :	TRUK	Plate Type:	HTK
Make:	INTL	Plate # :	GD59323
Period:	ANNUAL	Reg Type:	HTK
Vehicle Status :	VALID	GW:	26000
Plate Status :	ASSIGNED	Expiration Date:	12-31-2012
Color :			
Owner Details:	TEST EMV FLEET 1001 FRANK H ST WAUNAKEE, WI 53597-1431 DANE		
Lessee Details:			
Driver Details:			
Unit #:	A		

Verify this is the vehicle to remove. Select **Remove Vehicle**.

Processing Tip

- A vehicle will automatically be removed from a fleet if it is no longer eligible. e.g.: a change of ownership and a new Wisconsin title is issued, title status changes to junk or title only, or if plate is disassociated, etc.

Maintain Fleet Confirmation

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Vehicle Removed Successfully

Receive message “**Vehicle Removed Successfully**”. Click **Return to Maintain Fleet Menu**. Repeat steps to remove additional vehicles from fleet. If you are having difficulties removing a vehicle from your fleet call the Agent Partnership Unit at 608-266-3666