From: Sharr, Traci
To: Catrenich, Jarid; Kruse, Kevin; Clark, Deborah; Leib, Debbie; Eastridge, Gracie; Scott, Caitlin; Henry, Eric; Nichols, Bethany; Smith, Megan; Klaas, Mellisa; Said, Denise; Maahs, Jason; Dahm, Ryan; Ridout, Ryan; Sharr, Donald; Leeman, Christopher; Heddendorf, Ellen; Pinegar, Angela; Harris, Bonnie; MVTF (mvtaskforce@govtechservices.com); Bremer-Jaacks, Lorrain; Demuth, Mary; Cunningham, Charles; Winston, Brandon
Cc: Camel, Erika
Subject: April 2026 Newsletter
Date: Thursday, April 30, 2026 1:30:15 PM
Attachments: image002.png



Fraudulent Registration Fee Voucher

The Department of Transportation has been notified that a Vehicle Registration Fee Voucher is currently being distributed to Iowa residents. Please review the attached letter from the Training and Education team regarding the steps to take if you encounter one.

Reassigning West Virginia Title Certificates

Please be reminded that West Virginia permits dealers from other jurisdictions to reassign their titles exclusively. However, West Virginia does not allow other states to reassign their titles using any reassignment forms or riders attached to the title.

The discretionary edit (DE) will still generate when the West Virginia title is processed in ARTS; however, this requires approval at the County Supervisor level and does not need to be submitted to the queue for DOT review.

County Manual

The county manual is updated regularly, so please remember to refresh your browser each month to guarantee that you have the most current version accessible for your use.

Update on OOS Salvage Document Review

Effective immediately, BIIP will no longer review New York Salvage Certificates or State of Washington Vehicle Notices of Non-Issuance of Salvage Titles. These documents may still be submitted as part of a title application; however, they should not be routed to BIIP for clearance or investigator review. Instead, these transactions must be routed through the VIP Team by submitting the discretionary edit (DE). VIP will continue to validate the vehicle status (salvage) in NMVTIS. When adding this salvage certificate into ARTS you
will list this document as “Statement of Ownership” document and not salvage title or bill of sale.

Previous guidance requiring BIIP involvement for these documents is discontinued unless fraud is suspected. If fraud indicators are present, please follow standard procedures and contact your assigned investigator.

ERT Transactions Saved to Correspondence

Some counties are still not taking full advantage of the benefits of electronic transaction processing in ERT. Aside from personal preference, there is no need to print documents from ERT for review. In many cases, counties are printing the documents only to scan them back into their own electronic record systems, which creates unnecessary manual work.

ERT was designed so county staff can process and store documents electronically within the State system, eliminating extra steps. Remember, transactions completed in ERT become State records, while manual paper transactions remain county records. After a transaction is completed in ERT, all titling documents are available in ARTS (Tools > Correspondence) and then in ERMS for future reference.

Thank you!

Reminder: Past newsletters can be located on the county vehicle resource site.

Iowa Department of Transportation
county.vehicle@iowadot.us