

When all the required changes are processed, click DONE to proceed to the Web Processing – Submit screen to submit the required documents.

### 1.3.2.4.1 Billing Process

After this, the billing process starts. To get the details of the billing process refer to Section 1.3.2.1.7.

### 1.3.2.4.2 Payment Details

After this Payment details process starts. To get the details of the payment process refer to Section 1.3.2.1.8.

### 1.3.2.5 Cab Card Correction

This supplement allows a user to correct cab card details. Perform the following steps to process Cab Card Correction supplement:

- From the IRP application level menu, select CAB CARD CORRECTION from the Vehicle menu tile
- From the search screen, enter the following:
  - Fleet No., and Fleet Expiration Year; The Account No. and MCE Customer ID are defaulted and protected.
  - The supplement effective date defaults to the current date and cannot be changed. Refer to Section 1.3.2 for MO business rules on supplement dates.
  - Select PROCEED to display the cab card correction screen (see below).

The screenshot displays the 'Cab Card Correction' interface. At the top, a navigation bar shows 'VEHICLE' as the active menu item. Below this, a search bar contains the text 'Please search the VIN first to process a vehicle.' The main content area is divided into two sections: 'Vehicle Details' and 'Supplements Details'. The 'Vehicle Details' section shows the following information: 'SUCCESS TRUCK LEASING INC', 'Account#: 27210', 'Fleet#: 003', and 'Fleet Expiration Month / Year.: 09 / 2021'. Below this, there are three input fields for 'Unit No.', 'VIN', and 'Plate No.', followed by an orange 'Search' button. The 'Supplements Details' section shows 'No. of Vehicles' set to '0' and 'Carrier Type' set to 'C - CARRIER' with a dropdown arrow.

**Vehicle Details**

VIN <input type="text"/>	*Unit No. <input type="text"/>	*Weight Group No. <input type="text"/>	*Year <input type="text"/>
*Body Type <input type="text"/>	*Make <input type="text"/>	*Axles <input type="text"/>	*Combined Axles <input type="text"/>
*Fuel Type D - Diesel <input type="text"/>	Seats <input type="text"/>	Vehicle Color <input type="text"/>	*Unladen Weight <span style="color: blue;">?</span> <input type="text"/>
Base Jurisdiction Gross Weight <input type="text"/>	*Purchase Date <span style="color: blue;">?</span> <input type="text"/>	*Purchase Price <input type="text"/>	Factory Price <input type="text"/>
<input type="checkbox"/> TVR	TVR No. of Days <input type="text"/>	*Title Jurisdiction <input type="text"/>	*Title No. <input type="text"/>
In-State Plate Type <input type="text"/>	In-State Plate Weight <input type="text"/>	In-State Expiration Date <input type="text"/>	In-State Plate <input type="text"/>
In-State Fee <input type="text"/>	*Owner Name SUCCESS TRUCK LEASING INC	Owner Phone No. <input type="text"/>	Safety Responsibility O - Owner <span style="float: right; color: green;">↑</span>

<input type="checkbox"/> Lease	*Safety USDOT 000339745	*Safety TPID 440648226	*Safety Change N - NO <input type="text"/>
<input type="checkbox"/> Use Existing Plate	Existing Plate <input type="text"/>	<input type="checkbox"/> Change Name & Address on USDOT	<input type="checkbox"/> New Plate Required

**Documentation Requirements For Admin Fee and Fee Calculation**

Colorado 10K Indicator <span style="color: blue;">?</span> Y - YES <input type="text"/>	Colorado Trailer <span style="color: blue;">?</span> N - NO <input type="text"/>	Utah Special Truck <span style="color: blue;">?</span> N - NO <input type="text"/>	New Vehicle <span style="color: blue;">?</span> N - NO <input type="text"/>
CO Special Truck N - NO <input type="text"/>			

+ Comments

Proceed
Done
Cancel
Vehicle List
Refresh
Quit

?
↑

The Cab Card Correction screen allows the following actions:

- Select the WGT Group tab, then review existing weight groups or add a new weight group.
  - To review, select the weight group number from the list.
    - Existing weight groups and their associated base jurisdiction and declared gross weight appear.
    - Select GO TO WGT SELECTION to return to the list.
  - To add a weight group, select ADD WGT GRP.
    - Enter the information and select PROCEED to validate.

- Click the PROCEED button from the validation screen to save.
- Select DONE to return to the Vehicle Details screen.
- Select a vehicle to correct the cab card.
  - Enter either the Unit No., VIN or Fleet No. in the CHANGE VEHICLE DETAILS section.
  - Click the SEARCH button to populate the vehicle information in the VEHICLE DETAILS area.

WGTGROUPVEHICLEBILLINGPAYMENTCREDENTIALSMAINMENUINQUIRIES Q ▾

**Vehicle Details****Cab Card Correction**

SUCCESS TRUCK LEASING INC | Account#: 27210 | Fleet#: 003 | Fleet Expiration Month / Year.: 09 / 2021

Supplement#: 001 | ...+

Change Vehicle Details

Unit No.	VIN	Plate No.	
<input style="width: 90%;" type="text"/>	<input style="width: 90%;" type="text"/>	<input style="width: 90%;" type="text"/>	<input style="background-color: #f9a825; color: white; padding: 5px 15px; border: none;" type="button" value="Search"/>

Supplements Details

No. of Vehicles	Carrier Type
<input style="width: 90%;" type="text" value="0"/>	<input style="border-bottom: 1px solid #ccc;" type="text" value="C - CARRIER"/>

Vehicle Details

<b>VIN</b> <input style="width: 90%;" type="text" value="2C8GM68455R496678"/>	<b>*Unit No.</b> <input style="width: 90%;" type="text" value="89"/>	<b>*Weight Group No.</b> <input style="width: 90%;" type="text" value="1-36000"/>	<b>*Year</b> <input style="width: 90%;" type="text" value="2005"/>
<b>*Body Type</b> <input style="width: 90%;" type="text" value="TK - Straight Truck"/>	<b>*Make</b> <input style="width: 90%;" type="text" value="CHRYSLER - CHRY"/>	<b>*Axles</b> <input style="width: 90%;" type="text" value="2"/>	<b>*Combined Axles</b> <input style="width: 90%;" type="text" value="5"/>
<b>*Fuel Type</b> <input style="width: 90%;" type="text" value="G - Gasoline"/>	<b>Seats</b> <input style="width: 90%;" type="text"/>	<b>Vehicle Color</b> <input style="width: 90%;" type="text"/>	<b>*Unladen Weight</b> ⓘ <input style="width: 90%;" type="text" value="4361"/>
<b>Base Jurisdiction Gross Weight</b> <input style="width: 90%;" type="text" value="36000"/>	<b>*Purchase Date</b> ⓘ <input style="width: 90%;" type="text" value="02/02/2019"/>	<b>*Purchase Price</b> <input style="width: 90%;" type="text" value="65000"/>	<b>Factory Price</b> <input style="width: 90%;" type="text" value="18014"/>
<input type="checkbox"/> TVR	<b>TVR No. of Days</b> <input style="width: 90%;" type="text"/>	<b>*Title Jurisdiction</b> <input style="width: 90%;" type="text" value="MO - MISSOURI"/>	<b>*Title No.</b> <input style="width: 90%;" type="text" value="465566546"/>
<b>In-State Plate Type</b> <input style="width: 90%;" type="text"/>	<b>In-State Plate Weight</b> <input style="width: 90%;" type="text"/>	<b>In-State Expiration Date</b> <input style="width: 90%;" type="text" value="MM/DD/YYYY"/>	<b>In-State Plate</b> <input style="width: 90%;" type="text"/>
<b>In-State Fee</b> <input style="width: 90%;" type="text"/>	<b>*Owner Name</b> <input style="width: 90%;" type="text" value="JOHN"/>	<b>Owner Phone No.</b> <input style="width: 90%;" type="text"/>	<b>Safety Responsibility</b> <input style="width: 90%;" type="text" value="O - Owner"/>

# MoDOT Carrier Express – IRP User Guide

Lease  
  
 Use Existing Plate

\*Safety USDOT  
000339745

Existing Plate  
[ ]

\*Safety TPID  
440648226

 Change Name & Address on USDOT

\*Safety Change  
N - NO

 New Plate Required

**Documentation Requirements For Admin Fee and Fee Calculation**

Colorado 10K Indicator ?  
Y - YES

Colorado Trailer ?  
N - NO

Utah Special Truck ?  
N - NO

New Vehicle ?  
N - NO

CO Special Truck  
N - NO

+ Comments

Proceed

Done

Cancel

Vehicle List

Refresh

Quit

?

↑

MoDOT Carrier Express populates the screen with the vehicle information. Update the editable fields as required.

Refer to Section 1.3.2.1.5 IRP Add Vehicle for detailed field information on IRP vehicles. MCE issues a new plate if the user changes the weight group or requests for issue of a new plate from the vehicle screen.

To change a cabcard:

- Update the information on the screen as required.
- Select PROCEED to execute edits and display the validation screen.

WGTGROUP
VEHICLE
BILLING
PAYMENT
CREDENTIALS
MAINMENU
INQUIRIES Q

**Vehicle Details**
**Cab Card Correction**

**Supplements Details**

Account No.   27210	Fleet No.   003	Supplement No.   001	Legal Name   SUCCESS TRUCK LEASING INC
DBA Name   SUCCESS NATIONALEASE	No. of Vehicles   0	Expiration Month / Year   09/2021	Effective Date   07/22/2021
Supplement Desc.   CAB CARD CORRECTION	Fleet Type   FOR - FOR HIRE (FH)	Carrier Type   C - CARRIER	USDOT No.   000339745

**Vehicle Details**

VIN   2C8GM68455R496678	Unit No.   89	Weight Group No.   1-36000	Year   2005
Body Type   TK - Straight Truck	Make   CHRYSLER - CHRY	Axles   2	Combined Axles   5
Fuel Type   G - Gasoline	Seats	Vehicle Color	Unladen Weight   4361
Base Jurisdiction Gross Weight   36000	Purchase Date   02/02/2019	Purchase Price   \$65000.00	Factory Price   \$18014.00

# MoDOT Carrier Express – IRP User Guide

TVR   <b>N</b>	TVR No. of Days	Title Jurisdiction   <b>MO - MISSOURI</b>	Title No.   <b>465566546</b>
In-State Plate Type	In-State Plate Weight	In-State Expiration Date	In-State Plate
In-State Fee   <b>\$0.00</b>	Owner Name   <b>JOHN</b>	Owner Phone No.	Safety Responsibility   <b>O - Owner</b>
Lease   <b>N</b>	Safety USDOT   <b>000339745</b>	Safety TPID   <b>440648226</b>	Safety Change   <b>N - NO</b>
Use Existing Plate   <b>N</b>	Existing Plate	Change Name & Address on USDOT   <b>N</b>	New Plate Required   <b>N</b>

**Documentation Requirements For Admin Fee and Fee Calculation**

Colorado 10K Indicator   <b>Y - YES</b>	Colorado Trailer   <b>N - NO</b>	Utah Special Truck   <b>N - NO</b>	New Vehicle   <b>N - NO</b>
CO Special Truck   <b>N - NO</b>			

- Select PROCEED from the verification screen to save the vehicle information.

Follow the same procedure for the vehicles requiring cab card correction.

WGTGROUP → **VEHICLE** → BILLING → PAYMENT → CREDENTIALS → MAINMENU → INQUIRIES Q ▾

**Vehicle Details** **Cab Card Correction**

SUCCESS TRUCK LEASING INC | Account#: 27210 | Fleet#: 003 | Fleet Expiration Month / Year.: 09 / 2021  
 Supplement#: 001 | ...+

**Change Vehicle Details**

Unit No.       VIN       Plate No.      

If you need to update a previously updated vehicle, click the VEHICLE LIST button on the command line to display a vehicle selection list.

WGTGROUP → **VEHICLE** → BILLING → PAYMENT → CREDENTIALS → MAINMENU → INQUIRIES Q ▾

**Vehicle Selection Details** **Cab Card Correction**

SUCCESS TRUCK LEASING INC | Account#: 27210 | Fleet#: 003 | Fleet Expiration Month / Year.: 09 / 2021  
 Supplement#: 001 | ...+

**Supplements Details**

No. of Vehicles

Vehicle Search

Unit No.

VIN

Plate No.

	UNIT NO.	VIN	PLATE NO.	SERVICE TYPE IND.
	89	2C8GM68455R496678	21AA8A	Cab Card Correction

Showing 1 to 1 of 1 entries

Select the vehicle you need to update or review by clicking the “Select” link and proceed as before.

WGTGROUP

VEHICLE

BILLING

PAYMENT

CREDENTIALS

MAINMENU

INQUIRIES Q

Vehicle Details

Cab Card Correction

SUCCESS TRUCK LEASING INC

Account#: 27210

Fleet#: 003

Fleet Expiration Month / Year.: 09 / 2021

Supplement#: 001 | ...\*

Supplements Details

No. of Vehicles

Carrier Type

Vehicle Details

VIN

\*Unit No.

\*Weight Group No.

\*Year

\*Body Type

\*Make

\*Axles

\*Combined Axles

\*Fuel Type

Seats

Vehicle Color

\*Unladen Weight

Base Jurisdiction Gross Weight

\*Purchase Date

\*Purchase Price

Factory Price

TVR

TVR No. of Days

\*Title Jurisdiction

\*Title No.

In-State Plate Type

In-State Plate Weight

In-State Expiration Date

In-State Plate

In-State Fee

\*Owner Name

Owner Phone No.

Safety Responsibility

Lease

\*Safety USDOT

\*Safety TPID

\*Safety Change

Use Existing Plate

Existing Plate

Change Name & Address on USDOT

New Plate Required