
Tickets – DOT # Entry & Registration
AV #635

About:

Federal Law requires dealers to provide DOT #'s and offer registration to tire customers. Registering tires allows the manufacturer to contact the buyer in case of a recall. To aid your business with compliance of this law, BPOS has several tools available.

Tire Registration Compliance Tools

#1 - Warn on Missing DOT# - BPOS can be set to warn a user of missing DOT#'s on retail tire sale tickets. This warning appears when the user attempts to close out the ticket without adding DOT#s.

#2 - Force DOT# Entries - BPOS can be set to force a user to add DOT#'s on all retail tire sale tickets. This must be completed by the user before the ticket can be finalized and closed.

#3 - Missing DOT# Report - BPOS can report all retail tire sale tickets that did not have DOT#'s added to the ticket. However, this report would not be necessary if using *#2 - Force DOT# Entries* setting.

#4 - CIMS Online Registration - BPOS is integrated with [CIMS Tire Registration](#). This 3rd party service automatically registers all DOT#'s entered on closed HITS tickets. (The CIMS service is not required to utilize the other Tire Registration Compliance Tools.)

Options #1 and #2 - To Set the System to Force OR Warn on DOT# entry

1. Click on **Views** → **Administration & Utilities**.
2. Click on **Store** → **View/Edit Default Settings**.
3. On the **View/Edit Default Settings Screen** (shown below), click on **Invoice View/Edit**
4. At **Settings Shown** at the bottom of the screen, select your store location.
5. Change **DOT## Depts** to **USER DEFINED** and key in **any department codes you need the system to acknowledge**. (To view current department table, click on View → Administration & Utilities → Corporate → Department Codes)
6. Change **Missing DOT## Mode** to **Error on Missing DOT entry** or **Warn on Missing DOT# entry**.
7. Click **Save** button at the bottom of the screen:



View/Edit User Settings

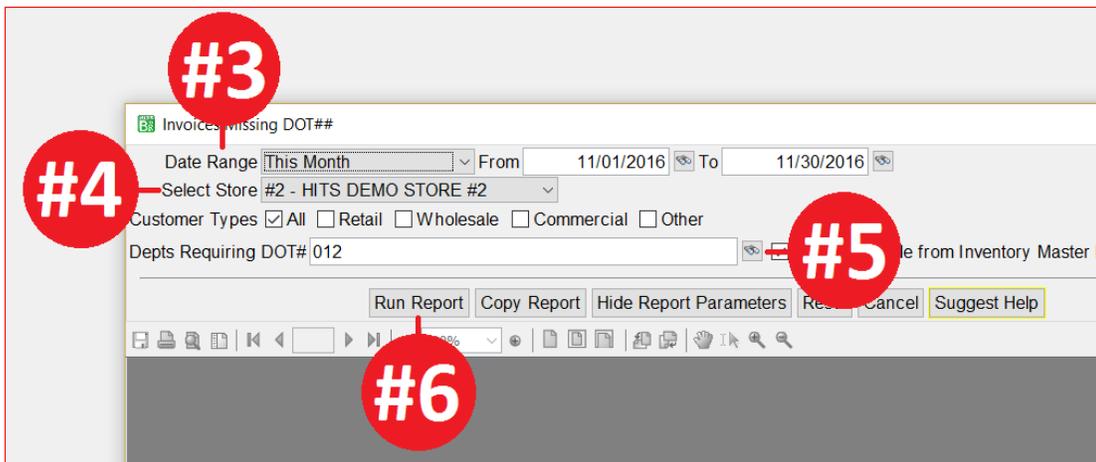
Name	Description	Value
Create Follow-Up Ticket	True to create follow-up ticket.	Default - Yes
Days for Follow-Up	Days used to calculate follow up data.	System Default - 10
MFG Corp Bypass Code	Permit edit to Price/Amount when blocked (P96-X).	System Default -
Print Inspection on Multi Print	Checked if True.	No
Print Vehicle History on Multi Print	Checked if True.	Default - Yes
Customer Only on Ticket Create	Checked if True.	Default - No
Skip Confirmation On Ticket Close	Checked if True.	Default - Yes
Skip Check For Cost > Price	Checked if True.	Default - No
DOT## Depts	Depts used by DOT tires.	User Defined - 012K
Missing DOT## Mode	How to check DOT tires.	Warn on missing DOT entry
DOT Excluded Customer Types	Excluded customer types: R,W,C,O	System Default -
Contacts Before Close	Show contacts search before closing	Default - No
Router# Entry Mode	Determines how router# is edited/filled	Default - Read only, always auto-filled on tickets
Router# Values	Determines router# values	Default - User can enter any value
Router# Label	User defined label for the router# field	System Default - ROUTE#
Payment Selector	Adds CASH-CHECK selector on tendered payments	Default - No
Payment Default	Default payment type when user enters cash	Default - User Must Select
A/R & A/P Cutoff	Day of the month of A/R & A/P cutoff	Default - N/A
Misc Adjust	Permits entry of MISC ADJUSTMENT to payments	Default - No
Legacy Comments	Permits access to legacy comments tab	Yes
Popup Alerts	True if you want alert popups vs tab coloration.	Default - No
Edit OPP Part#	Allows editing of OPP part#	Default - Yes
Non-Stocking Entry Requirements	Required to close a ticket with non-stocking items.	Default - No Vendor Info Required
Auto Vendor Rec Post	If true, attempts to reconcile non-stocking items after closing an invoice.	Default - No
Discount Item Prefix	If set, items with product#s prefixed with this value are considered discount items.	System Default -

Settings Shown: Store #2 HTS DEMO STORE #2 | Toggle Screen Display | Save | Clear All | Help

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Option #3 – Missing DOT # Report:

1. Click on Views → Reports
2. Click on Sales – Other → Invoices Missing DOT ##
3. On the report selection screen (shown below), you will need to select your date range.
4. You select to run it for a particular store or for all stores.
5. Key in the Departments that require a DOT #. If you are unsure, click on the binoculars and select the necessary departments.
6. Click on Run Report:



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Option #4 – CIMS Online Registration*:

1. You can register for CIMS by clicking on the link below:

[CIMS Tire Registration](#)

Please note, while Andreoli & Associates does not currently charge a fee for this integration, CIMS is a 3rd party service and directly charges a fee to its subscribers.

****Note – Users must have password permission to invoice (P16) and run reports (P57). If you need to give a user permission to perform the above function, please contact your system administrator.**