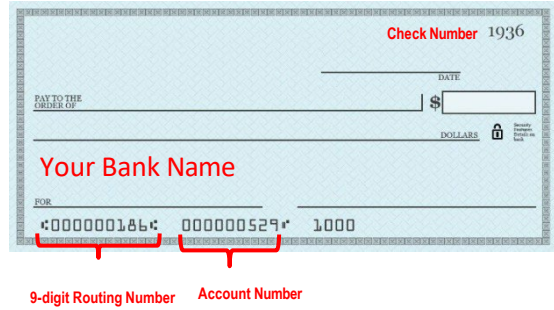


Banking Information:

To ensure all payments are processed successfully, please make sure that your bank account is set up to allow Automated Clearing House (ACH) debits/credits from NMI, dba TYLER NM originating bank ID: 9775071990.

All fees will be collected at the time of the transaction.



Bank Name	Routing Number	Account Number
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The fee for returned VRS transactions by your bank will result in a \$35 per transaction charge to your account. A bank return can be due to various reasons, including but not limited to the following:

- Your account has insufficient funds at the time of VRS transaction
- Your account is closed, and you did not notify TYLER NM with new account information
- The bank placed a stop payment because you have not provided the TYLER NM authorization number 9775071990
- Your company has not authorized the corporate customer, TYLER NM, the ability to withdraw
- You have stopped payment or revoked authorization on the VRS transaction
- You have provided TYLER NM with an invalid banking account or routing number

Section 3: Administrators (VRS Internet Access Only)

Fax customers please proceed directly to Section 4: Additional Locations.

The VRS administrators named below will be granted administrator rights to your account. Administrators may print/reprint permits, view reports, order Inventory Control Numbers (ICN) and add and remove account users.

1. Each administrator must create their own VRS username and password at:
<https://secure.mvd.newmexico.gov/Accounts/CreateAccount.aspx>
Note: Admins receive an email notification that access to the VRS application for your specific location has been granted. You may grant user access.
2. Enter each administrator’s Name, Email Address, and VRS Username below.
3. Have location users (non-administrators) create an online account at
<https://secure.mvd.newmexico.gov/Accounts/CreateAccount.aspx>

Administrator Name(s)	Email Address	Username

Section 4: Additional Locations

Business Name		License Number	TYLER NM Only - Location Code	
Contact Name		Title		
Telephone Number + Ext	Fax Number	Email		
Physical Address	City	State	Zip	
Mailing Address <input type="checkbox"/> Same as Physical	City	State	Zip	
Bank Name <input type="checkbox"/> Same as Main Business Location	Routing Number	Account Number		
This location will access VRS through the following method: <input type="checkbox"/> Internet (Self Service) <input type="checkbox"/> Fax Assisted Transactions. Please reference Section 5 to review the fees.				

Business Name		License Number	TYLER NM Only - Location Code	
Contact Name		Title		
Telephone Number + Ext	Fax Number	Email		
Physical Address	City	State	Zip	
Mailing Address <input type="checkbox"/> Same as Physical	City	State	Zip	
Bank Name <input type="checkbox"/> Same as Main Business Location	Routing Number	Account Number		
This location will access VRS through the following method: <input type="checkbox"/> Internet (Self Service) <input type="checkbox"/> Fax Assisted Transactions. Please reference Section 5 to review the fees.				

Business Name		License Number	TYLER NM Only - Location Code	
Contact Name		Title		
Telephone Number + Ext	Fax Number	Email		
Physical Address	City	State	Zip	
Mailing Address <input type="checkbox"/> Same as Physical	City	State	Zip	
Bank Name <input type="checkbox"/> Same as Main Business Location	Routing Number	Account Number		
This location will access VRS through the following method: <input type="checkbox"/> Internet (Self Service) <input type="checkbox"/> Fax Assisted Transactions. Please reference Section 5 to review the fees.				

Business Name		License Number	TYLER NM Only - Location Code	
Contact Name		Title		
Telephone Number + Ext	Fax Number	Email		
Physical Address	City	State	Zip	
Mailing Address <input type="checkbox"/> Same as Physical	City	State	Zip	
Bank Name <input type="checkbox"/> Same as Main Business Location	Routing Number	Account Number		
This location will access VRS through the following method: <input type="checkbox"/> Internet (Self Service) <input type="checkbox"/> Fax Assisted Transactions. Please reference Section 5 to review the fees.				

Section 5: Transaction Fees

All VRS fees will be collected via ACH at the time the NM Tax Lien and NCIC checks. VRS fees are as follows:

Transaction Type	Purpose	Fax User Fee	Internet User Fee
NCIC & NM Tax Lien	VIN checked for stolen and NM Tax Liens	\$7.00	\$3.00

Section 6: Internet/Computer & Fax Machine Requirements

Internet/Computer	Fax
<ul style="list-style-type: none"> ▪ Personal Computer (PC) or Mac ▪ Standard Office Printer ▪ Internet Access ▪ Web Browser – Edge, Firefox, Chrome, Safari etc. ▪ Adobe Reader (free software) http://get.adobe.com/reader/ 	<ul style="list-style-type: none"> ▪ Basic Phone Service ▪ Standard Fax Machine ▪ Laser recommended - not required ▪ Paper - regular 8.5" x 11"

Section 7: Online System Training

Contact your Dealer Association for customer support inquiries related to techTyleral issues, procedural issues, enhancement requests, and the normal operation of VRS. Contact information is listed on page one of this agreement.

Internet/Computer	Fax
<p>Once your account is activated and you log in to the VRS online system, you will have access to training videos that will walk you through the new online transaction processes.</p> <ul style="list-style-type: none"> ▪ Running NM Tax Lien & NCIC Checks ▪ Generating Payment Reports ▪ Adding/removing employee access 	<p>Included within your welcome packet you will receive a detailed user guide explaining the fax processes such as:</p> <ul style="list-style-type: none"> ▪ Running NM Tax Lien & NCIC Checks

Section 8: Privacy Notice to License Service Organizations

I understand that my duties require me to access Personally Identifiable Information (PII). PII includes any information that can identify a person including but not limited to, the name, address, social security number, driver's license number, date of birth, photograph, computerized image, finger image, telephone number, medical information or disability information of any person or organization found in MVD records. I hereby agree that I will access PII only as required to perform my employment duties. I understand that it is my responsibility to secure the PII that I have access to and to ensure that it is not accessed by unauthorized individuals.

If I knowingly obtain and wrongfully disclose or use personal information from an MVD record, I understand that I am personally liable for civil and criminal penalties for wrongful use and disclosure. I also understand that violating the law will result in disciplinary action, including dismissal and will subject me to civil and criminal prosecution. Illegal use and release of information includes accessing information that is not part of my position requirements, looking up birthday information and releasing more information than is necessary to complete my position requirements.

By my signature I agree that:

I have read and agree to the terms and conditions of the TYLER NM Vehicle Registration Suite Account Holder Agreement and Access Request Form as presented. If I am signing this form on behalf of an organization or company, I represent that I have authority to bind the organization or company to this form.

If for any reason any payments fail to process due to insufficient funds, I understand that access to the online system may be suspended until any past due amounts are paid in full.

Signature	Printed Name and Title	Date
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