# eCharitable Event Temporary Registration Plates

## Contents

# eCharitable Event Temporary Registration Plates– General Information

Welcome to the Secure Gateway eCharitable Event Temporary Registration Plates. This service will enable Arizona Motor Vehicle Dealers the ability to electronically request a temporary registration plate for special charity events using the AADA Secure Gateway.

# Issue a Charitable Event TRP

From the eDealer Services Home Page, click the **eCharitable Event Temporary Registration Plates** link to proceed.

## Issuing Permit

## Dates

You must provide the dates of the event and certify their Non-Profit status.

## Enter Charitable Event Dates

Event Start Date (MM/DD/YYYY): [    ] / [    ] / [    ]
Event End Date (MM/DD/YYYY): [    ] / [    ] / [    ]

☐ I certify that the organization profiting from this event is a registered
501 (c) (3) Non-Profit Organization; I have copy(s) of applicable
documents for verification on file.

[ Continue ] [ Cancel ]

## Enter Vehicle Information

Multiple vehicles can be entered on this screen to generate permits for each.  Provide the full VIN and vehicle color information for each vehicle before continuing.

## Enter Vehicle Information

Enter the VIN for the Charitable Event TRP one at a time. If the VIN is not found in our database, you will have to click the "Modify" button to fill in the required data. After entering the VINs for all the Charitable Event TRPs, click on "Modify" to change the data or to complete the required fields. "Delete" is used to delete the TRP.

VIN: [              ]  Vehicle Color: [ -please select- ▼ ]  [ Request Charitable Event TRP for VIN ]

Please enter information for one or more vehicles.

[ Continue ] [ Cancel ]

## Payment

The system will have you confirm the requested VINs and the total amount that will be charged for the TRPs.

## Pay Fee

**Total Fee Due: $1.00**

**AADA will bill you for payment.**

**You agree to be billed by AADA for payment when you click on the Submit button below.**

**Note: Transactions cannot be completed between 11:50pm and 12:10am Arizona time.**

[Submit]   [Cancel]

**VINs:**

- 5NPET46C69H520404

## View/Print

The final page will provide the assigned permit numbers and allow you to print the permits along with their affidavits. If the permits fail to print select No, did not print, in order to prevent permits from being issued incorrectly.

## View and Print Charitable Event TRPs and Affidavits

Your Charitable Event number is 006058V. Click on the "View and Print Charitable Event TRPs and Affidavits" button below and then print your Charitable Event TRPs and affidavits.

| Please do not use your browser's back and forward buttons. Doing so may cause unexpected results. |

[View and Print Charitable Event TRPs and Affidavits]

**Did the Charitable Event TRPs and Affidavits print properly?**

[No, Charitable Event TRPs and Affidavits Did Not Print]

[Yes, I'm Done Printing]

## Void a Charitable Event TRP

In order to void the permit you will need the permit # and then select the reason for voiding the permit.

### Enter Information to Void Charitable Event TRP

Charitable Event TRP: [        ]

Provide the reason for voiding the Charitable Event TRP: [ -please select- ▼ ]

[ Continue ]  [ Cancel ]

## Search Charitable Event TRPs

In order to verify if a vehicle has been issued a charitable TRP you may perform a search using the vehicle's full VIN.

### Enter Search Criteria

VIN: [                    ]

[ Continue ]  [ Cancel ]

## Reprint Charitable Event TRP

In order to reprint an issued TRP you must enter the full permit number.

### Reprint Charitable Event TRP

**Charitable Event TRP may be reprinted up to the expiration date of the TRP.**

Charitable Event TRP Number: [ 006058v ]

[ Continue ]  [ Cancel ]