

## Batch Vehicle Title & Registration Records

This process allows users to submit a listing of license plates and receive a file containing title and registration information in return. This is a daily batch process operated by Nebraska Interactive (NI), a company contracted by the Nebraska State Records Board (NSRB) to provide online services for Nebraska government agencies, including the State's portal [www.Nebraska.gov](http://www.Nebraska.gov).

## Setup

Users of this service must be Nebraska.gov subscribers. Submit a signed Subscription Services Agreement available at <http://www.nebraska.gov/subscriber/index.html> (Not a subscriber yet? Click here). This must include the DMV subscriber agreement form.

Once this information is sent to Nebraska Interactive you will receive confirmation that your user account is set up. In order to begin setting up your service, a Nebraska Interactive developer will contact you to provide the technical details needed to start processing, such as FTP information, user's IPs for white listing, and encryption keys. Note: this can take up to two weeks.

## Submitting Files

A valid ASCII file that conforms to the most recent production input file layout (*VTR\_Batch\_Layout\_Input.pdf*) are to be transmitted via FTP to our FTP server at 'ftp://ftp.nol.cdc.nicusa.com' with a login issued specifically for the purpose of sending this file. The files should be uploaded directly into the default location and encrypted. Only one file can be transmitted per day for your account. Nebraska Interactive starts the batch processing at 10:00 PM.

The file naming convention will be standard and determined upon setup.

## File Validation

Nebraska Interactive validates the incoming file for before processing. The file must be PGP/GPG encrypted, named correctly, and follow the correct file layout in order for the file to be processed.

Each record must follow the file layout format provided by Nebraska Interactive. If any record does not follow the layout, the record will be ignored and not processed. The failed record will be reported in an error file available in the FTP folder. Any records in the file that passes validation will be processed.

## File Processing

The incoming file will be processed and an output file will be created, encrypted and placed back in the FTP folder for pickup.

Input and output/return files are archived by Nebraska Interactive in a separate server location for 30 days.

The output/return file will follow the output file layout (*VTR\_Batch\_Layout\_Output.pdf*). The name of this file will be determined upon setup.

The file will contain all records passed in the input file, less any which failed initial format validation.

The Plate Type returned from the DMV will be a two character plate code that may be different from what was provided initially. This is a more specific code to the vehicle and can be found under the Plate Type List of [VTR\\_Batch\\_Layout\\_Output.pdf](#)

### Matched Records

Matched records will be identified in the file by the *Match Flag* field. Values of *Y* and *A* are positive matches and will be billed. The return data from the DMV will be available in the output file. Please refer to the [VTR\\_Batch\\_Layout\\_Output.pdf](#) for more information regarding field values.

### Unmatched Records

Unmatched records will be identified by the *Match Flag* field in the output file. Values of *N* or *D* are unmatched records and will not be billed. A value of *N* indicates that a plate was not found in the DMV system matching the plate number and plate type that was provided. A value of *D* indicates multiple matches were found in the DMV system matching the plate number that was provided. This will occur in the instance that a plate type was not provided and the plate number occurs on multiple plate types. The vehicle information will be null in the output file.

### Billing

Billing will follow your Nebraska.gov Subscription Services Agreement. Each matching record will be a \$1.00 charge to your account and be summarized on your monthly bill as one Batch Vehicle Title Record charge.

### Contact

For questions, please e-mail Nebraska.gov support at [ne-support@egov.com](mailto:ne-support@egov.com) or call 402.471.7810.