



SinglePoint RMV Services: **Review & Preview**



Boston Software

Celebrating 25 years of
building partnerships



PRESENTER:

Michele Gillen

Michele has over 30 years in the Personal Lines insurance industry and has called Boston Software her home for the last six years. She has worked in three top agencies in various roles, including accounting, customer service, marketing, management, sales, and training. She is always delighted to share her knowledge of insurance with MA agents with enthusiasm and patience.



The benefits of using SinglePoint RMV Services:

- Faster: immediate transaction processing (no snail mail)
- Easier: no check writing
- Safer: no face-to-face with client or Registry
- Increased customer satisfaction
- You look good!

A large, stylized orange letter 'S' is centered in the background of the slide. It has a thick, rounded stroke and is slightly transparent, allowing the orange background to show through.

RMV Get Ready & RTA Prefill

From SinglePoint dashboard select **RMV All Services**


The screenshot shows the SinglePoint dashboard interface. On the left sidebar, under the 'Rating' section, there are buttons for 'Auto', 'Home', 'Dwelling', 'Umbrella', and 'Comm'. Below these, under the 'RMV Services' section, the 'All Services' button is highlighted with a red border. Further down, there are buttons for 'Renew' and 'Reinstate' next to a 'Plate Number' input field. At the bottom of the sidebar, there are sections for 'ACORD' (with a 'New Form' button) and 'Carrier Credentials'.

The main content area has a top navigation bar with 'NEW' and 'TOOLS' dropdowns. Below this is a sub-navigation bar with 'Quotes', 'Forms', 'Leads Inbox', and 'Clients'. The 'Quotes' tab is active, showing 'Personal Quotes' and 'Commercial Quotes' links. A search bar with 'Search By Name' and a magnifying glass icon is present, along with radio buttons for 'Last Name' (selected) and 'First Name'. Below the search bar, there are filters for 'Line of Business: All', 'Agents: All Agents', 'Dates: Last 7 days (Saved)', and 'Locations: All'. A table of quotes is displayed with the following columns: LOB, Name, City & State, Effective Date, Saved, Agent, and Notes.

LOB	Name	City & State	Effective Date	Saved	Agent	Notes
	Michele Gillen	Needham, MA	Nov 6, 2020	Nov 6, 2020	Michele Gillen	
	Hughlando Simonds	Brockton, MA	Nov 5, 2020	Nov 5, 2020	SEND BSC	
	JULIO PAIS	Taunton, MA	Nov 28, 2020	Nov 5, 2020	SEND BSC	
	KELLY CUSSON	WESTFIELD, MA	Jan 5, 2021	Nov 5, 2020	SEND BSC	
	Salvatore Panetta	Boxborough, MA	Nov 5, 2020	Nov 5, 2020	SEND BSC	
	Jose E Fernandez	Taunton, MA	Nov 14, 2020	Nov 5, 2020	SEND BSC	
	Brenna Shedin	Stoughton, MA	Dec 5, 2020	Nov 4, 2020	SEND BSC	
	PPregtest DP three	Needham, MA	Nov 4, 2020	Nov 4, 2020	Mary Shaffer	
	PP Regtest DP Two	Needham, MA	Nov 4, 2020	Nov 4, 2020	Mary Shaffer	

Enter VIN and Ownership for RTA Prefill only.

For Get Ready, complete all required fields

DASHBOARDOPEN

RMV Services

RTA Prefill

Reg Reinstatement

Reg Renewal

Inquiry

Select the transaction and complete the fields to prefill data from the RMV

SELECT RTA TRANSACTION

Type:

Register and title a vehicle


 This transaction is enabled for GetReady. Completing the highlighted fields below will increase eligibility.

VEHICLE

Vehicle:	<div>1GYFZDR42KF120714</div>	Condition:	<div><input type="radio"/> New <input type="radio"/> Used</div>
Odometer:	<div>Miles</div>	Primary Color:	<div></div>
Registration:	<div></div>	Transmission:	<div></div>
Reassigned Plate:	<div><input type="radio"/> Yes <input type="radio"/> No</div>	Passengers:	<div>No. of Passengers</div>
Ownership:	<div>Owned</div>	Title Issue Date:	<div>MM/DD/YYYY</div>
Out of State Title:	<div></div>		

OWNERS

Then select **Prefill** from RMV

SINGLEPOINT

DASHBOARDOPEN ▾NEW ▾TOOLS ▾MICHELE

RMV Services

RTA PrefillReg ReinstatementReg RenewalInquiry

Purchase Date:11/12/2020

Seller:Business Name

Address:StreetCity

Tax Exempt:☐ Yes ☐ No

Purchase Type:☒ Casual ☐ Dealer

Gross Sale Price:10000

MA Resident At Time of Purchase:☐ Yes ☐ No

Purchase State:MA

First NameLast Name

Unit/Apt

Zip

Tax Exempt Type:

Non MA Sales Tax Paid:

MA Sales Tax Previously Paid:☐ Yes ☐ No

Proof Of No Tax Required:☐ Yes ☐ No

APPLY ESTAMP

Date Type:Effective Date ▾

Effective Date:11/12/2020

Carrier:Safety Insurance Company ▾

Signed By:michele gillen

PREFILL FROM RMV

SKIP TO FORM

CLEAR FORM

RMV Results will return. If eligible for Get Ready, select **Submit to RMV**, or **Skip to Form** (not using Get Ready)

The screenshot shows a web application interface with a dark blue header. The header contains navigation links: DASHBOARD, OPEN, NEW, TOOLS, and a user profile icon labeled MICHELE. Below the header, there are tabs for Reinstatement, Reg Renewal, and Inquiry. The main content area is partially obscured by a modal dialog box. The modal dialog has a title 'RMV RESULTS' and contains two sections: 'The RMV returned the following information for the data you entered:' and 'Notifications:'. The first section displays 'Owner 1: MICHELE GILLEN (NEEDHAM)' and 'Vehicle: 2019 CADILLAC XT4'. The second section contains a message: 'This transaction is eligible for RMV Get Ready. This will submit data electronically to the RMV to allow customers to save time when going to the RMV.' At the bottom of the modal, there are three buttons: 'SUBMIT TO RMV' (blue), 'SKIP TO FORM' (white), and 'Go Back' (white). The background form is partially visible, showing fields for Name, Last Name, Address, City, State, Zip, and various checkboxes and text inputs.

DASHBOARD OPEN NEW TOOLS MICHELE

Reinstatement Reg Renewal Inquiry

st Name Last Name

MM/DD/YYYY

Business Name

Street

City

☐ Yes ☐ No

☐ Casual ☐ Dealer

se of Purchase: ☐ Yes ☐ No Proof Of No Tax Required: ☐ Yes ☐ No MA Sales Tax Previously Paid: ☐ Yes ☐ No

ase State: Last Name

Ap

Zip

Tax Exempt Type:

Dealer FID:

Non MA Sales Tax Paid:

RMV RESULTS

▼ The RMV returned the following information for the data you entered:


Owner 1: MICHELE GILLEN (NEEDHAM)
Vehicle: 2019 CADILLAC XT4

▼ Notifications:

This transaction is eligible for RMV Get Ready. This will submit data electronically to the RMV to allow customers to save time when going to the RMV.

SUBMIT TO RMV SKIP TO FORM Go Back

Click to receive Pre-approved Barcode

SINGLEPOINT

DASHBOARDOPENNEWTOOLS

RMV Services

RTA PrefillReg ReinstatementReg RenewalInquiry

PURCHASE AND SALES INFORMATION

Purchase Date:07/01/2014

Seller:Business Name

Address:StreetCity

Tax Exempt:☐ Yes ☐ No

Purchase Type:☒ Casual ☐ Dealer

Gross Sale Price:20000

MA Resident At Time of Purchase:☐ Yes ☐ No

APPLY ESTAMP

Date Type:Effective Date

Effective Date:11/06/2020

Carrier:Safety Insurance Company

Signed By:michele gillen

CLOSE

Success! The RMV has provided a unique barcoded PDF for this transaction.

DOWNLOAD BARCODED RTA FORM


This Validated PDF must be used to successfully complete the GetReady transaction at the RMV.

RMV Required Documents:




- Proof of Ownership Title
- Registration and Title Application (Completed)

RMV Fees:

- Certificate of Title \$75.00
- Vehicle Sales Tax \$1,250.00
- Sales Tax Penalty Fee \$625.00
- Sales Tax Interest \$687.49
- Passenger Normal Registration - Issue \$60.00

GetReady

Print barcoded RTA

  REGISTRY OF MOTOR VEHICLES		<h2>Registration and Title Application</h2>  P304-447-488	
A. Service Type		I Want To:	
Select the transaction to be performed. Provide the plate number below if applicable.		<input checked="" type="checkbox"/> Register and title a vehicle	
Plate Type		<input type="checkbox"/> Transfer plate to a new vehicle*	
Plate Number		<input type="checkbox"/> Reinstate a registration*	
Transactions/Amendments in bold require an insurance stamp.		<input type="checkbox"/> Apply for a salvage title	
Italicized transactions may require an insurance stamp.		<input type="checkbox"/> Apply for a title only	
Transactions with * require plate type and number above.		<input type="checkbox"/> Apply for a registration only	
		<input type="checkbox"/> Transfer a plate between two vehicles*	
		<input type="checkbox"/> Register previously titled vehicle	
		<input type="checkbox"/> Title previously registered vehicle*	
		<input type="checkbox"/> Transfer vehicle to surviving spouse*	
		<input type="checkbox"/> <i>Change plate on existing vehicle with no amendments*</i>	
		<input type="checkbox"/> <i>Renew a registration*</i>	
		<input type="checkbox"/> <i>Amend a registration*</i>	
		Select the information to be amended. Enter new information in the section indicated.	
		<input type="checkbox"/> Registration Type (B 3.)	
		<input type="checkbox"/> Color (B 4.)	
		<input type="checkbox"/> Fuel Type (B 8.)	
		<input type="checkbox"/> Total Gross Weight (B 12.)	
		<input type="checkbox"/> Address (D, E or F)	
		<input type="checkbox"/> Lessee (E)	
		<input type="checkbox"/> Garaging Address (G)	
		<input type="checkbox"/> Insurance (K)	
		<input type="checkbox"/> Other: _____	
		<input type="checkbox"/> Name (D or F)	
		<input type="checkbox"/> VIN (B 1.) <i>For vehicles with no MA Title</i>	
B. Vehicle Information		B1. Vehicle Identification Number (VIN) 5FN9YF4H52BB079572	
B2. Body Style UTIL			
B3. Registration Type: <input checked="" type="checkbox"/> Passenger <input type="checkbox"/> Commercial <input type="checkbox"/> Bus <input type="checkbox"/> Livery <input type="checkbox"/> Camper		B4. Color(s): <input type="checkbox"/> Black <input type="checkbox"/> White <input type="checkbox"/> Brown <input checked="" type="checkbox"/> Blue <input type="checkbox"/> Yellow <input type="checkbox"/> Gray	
<input type="checkbox"/> Trailer <input type="checkbox"/> Taxi <input type="checkbox"/> Motorcycle <input type="checkbox"/> Semi-Trailer <input type="checkbox"/> Other: _____		<input type="checkbox"/> Purple <input type="checkbox"/> Green <input type="checkbox"/> Orange <input type="checkbox"/> Red <input type="checkbox"/> Silver <input type="checkbox"/> Gold	
B5. Year	Make	Model	Model#
2011	HOND	PILOT	
B6. Transmission Type: <input checked="" type="checkbox"/> Automatic <input type="checkbox"/> Manual		B7. Number of: Cylinders / Passengers / Doors 6 / 5 / 4	
<input type="checkbox"/> Other: _____		B8. Fuel Type: <input checked="" type="checkbox"/> Gas <input type="checkbox"/> Electric <input type="checkbox"/> Propane	
		<input type="checkbox"/> Diesel <input type="checkbox"/> Hybrid <input type="checkbox"/> Other: _____	
B9. Odometer (Miles) 127,673			
B10. Bus: <input type="checkbox"/> Regular <input type="checkbox"/> DPU <input type="checkbox"/> School Bus <input type="checkbox"/> School Pupil		B11. If carrying passengers for hire, enter max seating capacity _____	
<input type="checkbox"/> School Pupil/Taxi <input type="checkbox"/> School Pupil/Livery		B12. Total Gross Weight (Laden) <i>Cannot exceed GVWR</i>	
C. Title Information		C1. Vehicle Condition <input type="checkbox"/> New <input checked="" type="checkbox"/> Used	
C2. Previous Title Issue Date (MM/DD/YYYY) 07/04/2014			
C3. Previous Title RN77477R	Previous Title State MA	Previous Title Country USA	

Save Client (Personal or Commercial)

Print / PDF E-Stamp Notes GetReady Save CLOSE

PAGE: 1 2 INSTRUCTIONS FOR COMPLETING RTA

Registry of Motor Vehicles

Registration

I Want To:

- ☒ Register and title a vehicle
- ☐ Transfer plate to a new vehicle
- ☐ Reinstatement of a registration
- ☐ Apply for a salvage title
- ☐ Apply for a title only
- ☐ Apply for a registration
- ☐ Transfer a plate between vehicles
- ☐ Register previously titled vehicle
- ☐ Title previously registered vehicle
- ☐ Transfer vehicle to another owner

Plate Number

Vehicle Identification Number (VIN)

B1. Vehicle Identification Number (VIN)

5FNYF4H52BB079572

Make: ☒ Passenger ☐ Commercial ☐ Bus ☐ Livery ☐ Camper ☐ Motorcycle ☐ Semi-Trailer ☐ Other: _____

Model: Honda (HOND) PILOT Model# Trim

B7. Number of: Cylinders / Passengers / Doors 6 / 5 / 4

B8. Fuel Type: ☒ Gas ☐ Electric ☐ Propane ☐ Diesel ☐ Hybrid ☐ Other: _____

B9. Odometer (Miles) 116489

CREATE CLIENT

A client needs to be created in order to save this form. Would you like to create the following client?

Client Type: Personal

Primary Insured: MICHELE GILLEN 01/24/1967

Secondary Insured: First Name Last Name MM/DD/YYYY

Address: 65 CHARLES RIVER ST Address Line 2

City, State, Zip: NEEDHAM MA 024921442

Email/Mobile: Email Mobile

Home/Business: Home Business

SAVE CLIENT Cancel

Summary and Tips

RTA PREFILL

- Used for prefilling Driver and Vehicle information outside quote
- Provides more detail including Color, fuel type, cyl/pass/doors
- Be sure to enter remaining requirements such as seller's Info
- E-Stamp, e-sign and Save Form

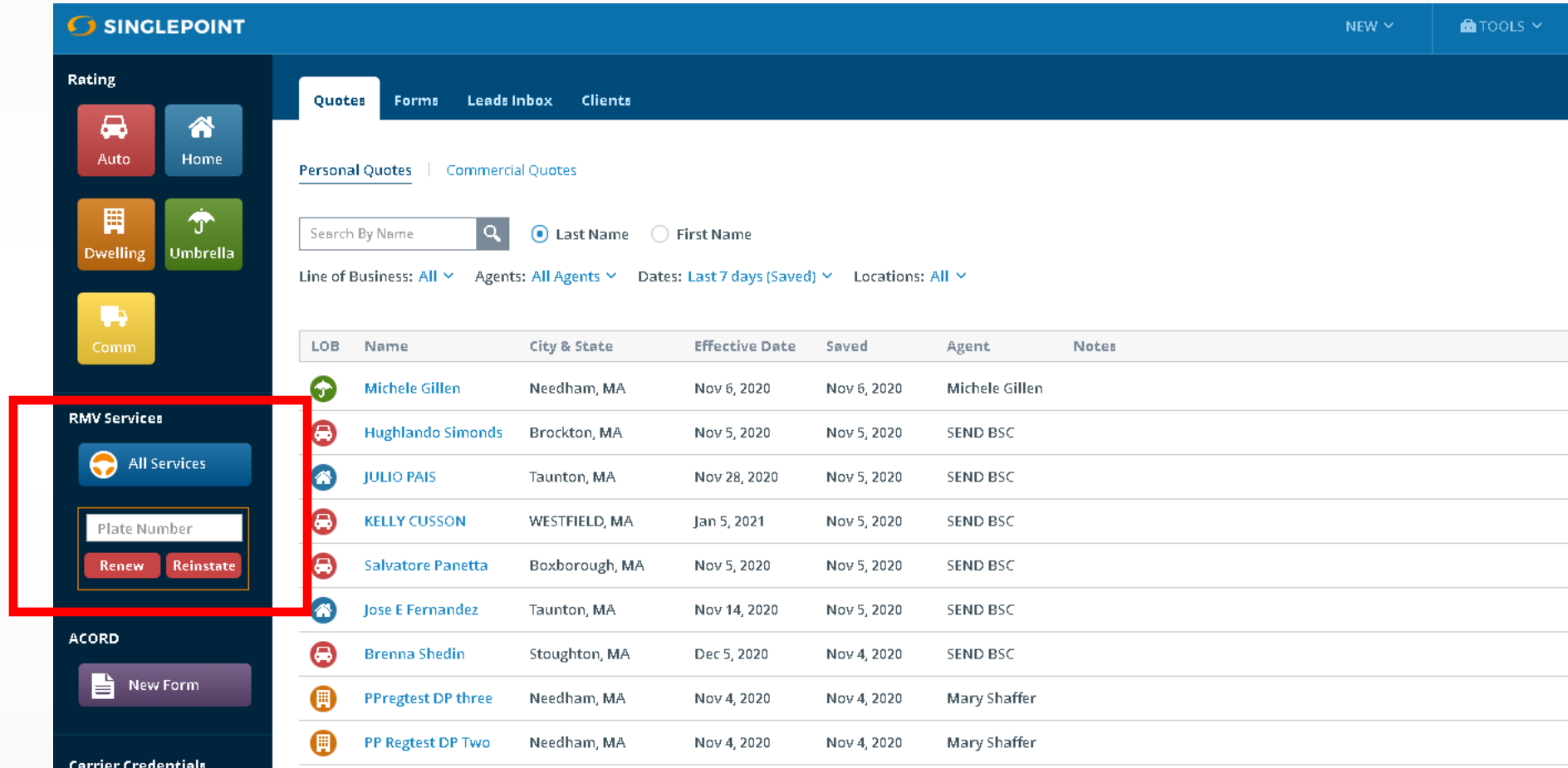
GET READY

- Used for pre-approval of RTA and expedited processing
- Print or Email RTA with Barcode, to be scanned at RMV branch
- Can only be done from the RTA Prefill. If not selected, it must be redone, cannot choose Get Ready from a saved form.



Registration Renewals & Reinstatements

Option1: From dashboard, enter plate # to renew/reinstate



SINGLEPOINT NEW ▾ TOOLS ▾

Rating

- Auto
- Home
- Dwelling
- Umbrella
- Comm

RMV Services

- All Services
- Plate Number
- Renew Reinstate

ACORD

- New Form

Carrier Credentials

Quotes Forms Leads Inbox Clients

Personal Quotes | Commercial Quotes

Search By Name 🔍 ☐ Last Name ☐ First Name

Line of Business: All ▾ Agents: All Agents ▾ Dates: Last 7 days (Saved) ▾ Locations: All ▾

LOB	Name	City & State	Effective Date	Saved	Agent	Notes
🛡️	Michele Gillen	Needham, MA	Nov 6, 2020	Nov 6, 2020	Michele Gillen	
🚗	Hughlando Simonds	Brockton, MA	Nov 5, 2020	Nov 5, 2020	SEND BSC	
🏠	JULIO PAIS	Taunton, MA	Nov 28, 2020	Nov 5, 2020	SEND BSC	
🚗	KELLY CUSSON	WESTFIELD, MA	Jan 5, 2021	Nov 5, 2020	SEND BSC	
🚗	Salvatore Panetta	Boxborough, MA	Nov 5, 2020	Nov 5, 2020	SEND BSC	
🏠	Jose E Fernandez	Taunton, MA	Nov 14, 2020	Nov 5, 2020	SEND BSC	
🚗	Brenna Shedin	Stoughton, MA	Dec 5, 2020	Nov 4, 2020	SEND BSC	
🏠	PPregtest DP three	Needham, MA	Nov 4, 2020	Nov 4, 2020	Mary Shaffer	
🏠	PP Regtest DP Two	Needham, MA	Nov 4, 2020	Nov 4, 2020	Mary Shaffer	

RMV Results will indicate if Registration is eligible for renewal or reinstatement

The screenshot displays a web application interface for vehicle registration. At the top, there are three tabs: "RTA Prefill", "Reg Reinstatement", and "Reg Renewal", with "Reg Renewal" being the active tab. Below the tabs, a message states: "Fill out the following fields to complete a Registration Renewal". The form is divided into three main sections: "VEHICLE", "OWNER", and "ESTAMP".

VEHICLE Section:

- Plate: ABC123

OWNER Section:

- Owner Type: Individual
- Owner: John
- Email: johnjohnson@comcast.net

ESTAMP Section:

- Carrier: Safety Insurance
- Effective Date: 05/12/2020

At the bottom of the form, there are three buttons: "PROCESS", "CLEAR FORM", and "Cancel".

A modal window titled "RMV RESULTS" is overlaid on the form. It contains the following information:

- ✓ The RMV returned the following information for the data you entered:
 - Vehicle: 2007 SUZUKI S650
 - Owner(s): JOHN Johnson (highlighted with a red box and a red arrow pointing to it)
 - Eligible for Renewal: Yes
 - Fees: \$20.00 RMV+ \$20.00 BSC
- ✓ Click Proceed to send a Payment Request to johnjohnson@comcast.net

Below the modal window, there is a text input field containing "michele@bostonsoftware.com" and a checked checkbox labeled "Click here to be copied on all email correspondence during this process". At the bottom right of the modal, there are two buttons: "PROCEED" (in blue) and "Go Back" (in grey).

Agent receives confirmation that payment request was sent to insured

RTA Prefill

Reg Reinstatement

Reg Renewal

Fill out the following fields to complete a Registration Renewal

VEHICLE

Plate:ABC123

OWNER

Owner Type:Individual

Owner:John

Email:johnjohnson@

ESTAMP

Carrier:Safety Insurance Company

Effective Date:05/12/2020

11/24/1978



PAYMENT REQUEST

SinglePoint has sent an email to johnjohnson@comcast.net to request payment to complete the Registration Renewal. Please note this payment request is valid only for today, 07/20/2020.

Once the consumer makes the payment in full successfully, the RMV will email the consumer a PDF receipt indicating the Reinstatement process has been completed and the vehicle is Registered. If additional information, stickers, or plates are necessary, the RMV will handle this.

CLOSE

Insured receives email requesting payment



BSC CVB Insurance Agency

Vehicle Registration Renewal

You are receiving this Payment Request, initiated by your insurance agent, in order to complete the transaction for the below referenced vehicle. Please click the Make Payment button and enter your credit card information. Once successfully completed, a confirmation will be sent to you as proof of this transaction.

Owner	JOHN JOHNSON
Vehicle	2007 SUZI LS650



Payment Request

The following fees are required to complete registration renewal:

Renewal Fees	\$20.00
Third Party Expedite Fee	\$20.00
Total:	\$40.00

Make Payment

Insured provides credit card information and clicks **Pay**



BSC CVB Insurance Agency

Vehicle Registration Renewal

Owner	JOHN JOHNSON
Vehicle	2007 SUZU LS650

Renewal Fees



The following fees are required in order to complete registration renewal:

Renewal Fees	\$20.00
Third Party Expedite Fee	\$20.00
Total:	\$40.00

VISA 4242 06 / 20 123 02067

Pay

Insured receives email confirming renewal, with link to download receipt and Registration


REGISTRY OF MOTOR VEHICLES

BSC CVB Insurance Agency

Owner	JOHN JOHNSON
Vehicle	2007 SUZI LS650

Your registration has been successfully renewed. Click the button below to download your Certificate of Registration and receipt from the RMV

[Download Receipt and Certificate](#)

Option2: Select **Reg Renewal** or Reg Reinstatement tab to enter more data if you can't transact from dashboard. Follow previous steps.

SINGLEPOINT NEW ▾ TOOLS ▾ MICHELE G. ▾

RMV Services

RTA Prefill Reg Reinstatement **Reg Renewal**

Fill out the following fields to complete a Registration Renewal with the RMV.

VEHICLE

Plate: ABC123 PANPL-Passenger Normal Red ▾

OWNER

Owner Type: Individual ▾

Owner: John Johnson S12345678 11/24/1978

Email: johnjohnson@comcast.net

ESTAMP

Carrier: Safety Insurance Company ▾

Effective Date: 05/12/2020 📅

PROCESS CLEAR FORM Cancel

Summary and Tips

REG RENEWALS AND REINSTATEMENTS

- This is for Registrations that require an insurance stamp but others can be done as well
- Not all Plate Types can be renewed in SinglePoint
- All Plate Types can be *reinstated* in SinglePoint
- For Business Owners, use numbers only (no hyphen in FEIN)
- Owner of credit card must enter their own credit card information
- Always check ATLAS for status after processing in SinglePoint

Preview of new RMV Services

- DocuSign integration-in pilot for RTAs now
- Online e-stamp requests by consumers
- Online e-stamp requests by dealers
- Duplicate Title and Registrations
- Temporary tags

Resources and Help

VIDEO TUTORIAL:

bostonsoftware.com/resource-center

EMAIL:

support@bostonsoftware.com

michele@bostonsoftware.com

PHONE:

781.449.8585