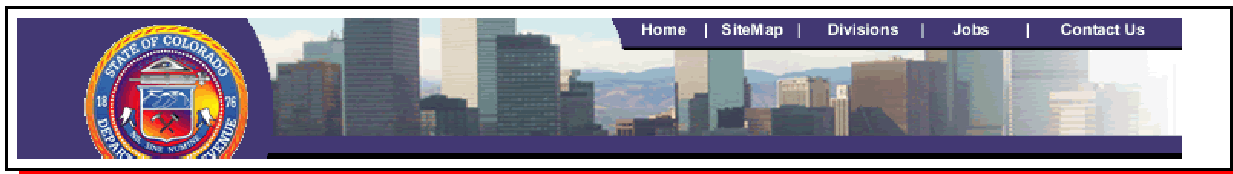


Menu Two Form

The screenshot shows the SIMS web application interface. On the left is a vertical menu with the SIMS logo and a 'Buy Me' button. The main content area features a header with 'DMV FORMS' and a cityscape background. Below the header is a navigation menu with options: Reports, Law Enforcement Agencies, and Postal Certified Mail Form. The main content area displays 'Select a Form' with a 'Click here view description' link. The selected form is 'DR 2008A Private Tow Vehicle Information Request'. Below this are buttons for 'New', 'Edit', 'Print', and 'View'. A description for DR 2008A is provided, stating it is completed by a Colorado Tow Carrier when a motor vehicle has been deemed abandoned and towed from private property. A '3' in a blue box is overlaid on the interface.

DMV FORMS **4**



Click on DMV FORMS >> invokes State of Colorado Department of Revenue Title Section Forms
http://www.revenue.state.co.us/mv_dir/wrap.asp?incl=titles/titleforms

Menu Two continued

3

Select a Form [Click here view description](#)

New **Edit** **Print** **View**

Edit >> Invokes THE LOCATE FIND SEARCH A Micro Find Form.

In the new form press the TAB key to move from field to field.

Use the **up** and **down arrows** to scroll in side a field.

Field >> A MICRO FIND FORM purpose is to query VIMA's database for and retrieve records from your selection.

Locate Find and Search will display showing fields that can be search using the forms fields as an index to capture your query.

You can use only 1 field for your query or any combination of fields for your search.

Examples:

☒ I want to find by the TOW RECORD NUMBER.

✓ **Enter:** 329112

ü OK! **press ENTER KEY.**

• I want to find by the LAST SIX NUMBERS OF THE VIN.

✓ **Enter:** 000324

ü OK! **press ENTER KEY.**

Ž I want to find by the FIRST 3 NUMBERS OF THE LAST SIX # OF THE VIN.

✓ **Enter:** 000

ü OK! **press ENTER KEY.**

• I want to locate vehicle(s) with the FIRST 3 NUMBERS OF THE PLATE NUMBER and the LAW ENFORCEMENT AGENCY.

✓ **Enter:** 010 IN THE PLATE NUMBER field and **Enter:** Glendale IN THE LAW ENFORCEMENT AGENCY field.

ü OK! **press ENTER KEY.**



-
- I want to find **Vehicles by its MAKE** and **YEAR** for a **LAW ENFORCEMENT AGENCY**?
 - ✓ **Enter:** Buick in the **MAKE** field
 - ✓ **Enter:** 2000 in the **YEAR** field in the **Enter:** and
 - ✓ **Enter:** Denver Auto Thief in the **LAW ENFORCEMENT AGENCY**
 - ü OK! **PRESS THE ENTER KEY**

How it works

- ü Click the Edit button.
- ü Enter your search data.
- ü Press the Enter Key.
- ü If **NOTHING IS FOUND** a dialog message will appear and ask if you want to try a different search.
 - w Selecting 'Yes' will active the search again.
 - w Selecting 'No' will terminate not locating anything and invoke the DR2008X Pick Form.
- ü Yes! I found the record >> Invokes the DR 2008x Pick Listing

DR 2008x Pick Listing

What is a pick list and why it needed

MICRO FIND FORM has the ability to query up more than one record so for this reason you can see the results of your search and can click on **PICK** the correct DR 2008x.

Most of your searches will be for a unique value listing just the one record. Next click on **PICK** and your form will display filled with its data.

The forms name is a little off the bat. Depending what form was selected, it could be DR 2008, DR 2008A, DR 2395, DR 2411 or DR 2173. It is not necessary to step through each form to find the document you want. At **Menu Two** select your **form title** and click edit invoking your selection.

If the form DR 2395 is selected page 2 of is selected not page 1.

The Pick List can be printed. Click on the **Print Button**.

Comments:

A dialog Box will inform you that this form has been verified. You can cancel and return to Menu 2 or click OK to continue.

Menu 2 has two other features. Print and View. Enter your search value and press enter key. Next a dialog box will pop up select the DR form and click OK. You can select ALL and starting with the DR 2008/2008A each form will be printed. With View only the select form will display for print. If ALL is selected then the DR 2008/2008A will display for print.

[Locate Search Query Micro Find Form](#)



The screenshot shows a web-based form titled "DR 2008 Research - Locate and Find". On the left side, there is a vertical green bar with the "SIMS" logo. Below the logo are two landscape photographs: one of a large building with a dome and another of a park with a fountain. Below the photos is a book cover titled "TOW TRUCKS A PHOTOGRAPHIC HISTORY" featuring a red tow truck. The main form area contains several input fields:

- Tow Record Number
- Agency Report Number
- Last Six # of the VIN
- Plate Number
- Inspector / Agent
- Day, Month, Year (split into three boxes)
- Law Enforcement Agency
- Owner's Name
- Vehicle Identification Number
- Make, Model, Year (split into three boxes)

At the bottom of the form, there is a field for "SIMS Tracer Id. [Status - Report # - VIN - Zip - Month]" and a row of three small green icons.

OK that's it. Any questions? E-mail us and we will respond in 24 hours or give us a call. Coming up in Chapter 3 Section 2 we will explain the Law Enforcement **MICRO FIND FORM** and how it can help when the agency calls and wants a copy of the document from last year.

DR 2008X Pick List

DR 2008x Information Pick List							 Home	 Print
	Tow Record #	Vehicle VIN #	Plate ID	Law Inforcement Agy	Date Mailec	DR x		
PICK	135329	1GNDT135842377432	725LKP	DENVER PD AUTO THEFT		DR 2008 A		
PICK	135235	3C3EL55H0YT204227	570IVB	AURORA CITY PD	01/25/2006	DR 2008 A		
PICK	133295	1FMCA11U2KZB53202	127LKP	DENVER PD AUTO THEFT	01/18/2006	DR 2008 A		
PICK	133150	1Y1SK5469MZ028246	011LDH	DENVER PD AUTO THEFT	01/05/2006	DR 2008 A		
PICK	1006	174FJ27L3LL16492E	113JYE	AURORA CITY PD	01/18/2006	DR 2008 A		
PICK	1005	1GRAL5132H641836E	1	GLENDALE PD	02/27/2006	DR 2008		
PICK	1004	2MEPM36UXN862917	818MCO	GLENDALE PD	02/06/2006	DR 2008 A		
PICK	1003	4S3BD435XV720566C	934CFF	AURORA CITY PD	03/02/2006	DR 2008 A		
PICK	1002	1J4FJ27L3LL16492E	113JY3	AURORA CITY PD	03/03/2006	DR 2008 A		
PICK	1001	1HGED3641JA084557	425LME	LAKWOOD PD		DR 2008		
PICK	1000	1G4HP53L5NH495382	458GGL	DENVER PD AUTO THEFT	02/05/2006	DR 2008 A		

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