

# Title Absent Report

The Title Absent report provides information for vehicles whose titles are outstanding as Title Absent or Title Float. You may run this report from the [Sale Profile](#) or [Payments and Deposits](#) application.

## From Sale Profile

- Select the [Sale Profile](#) application

The screenshot shows the 'Sale Profile' application interface. The top navigation bar includes 'Sale Profile' and a menu icon. The main content area displays 'Consignment Sales' with 7 items. A table lists sales with columns: Date, Time, Name, Type, Status, Vehicle Count, Bidder Count, Seller Count, Guest Count, and Res. Allocation. The table shows three sales entries, with the second entry (10/09/2022, 09:00:00 AM, 172 - Test Sale) highlighted in red. Below the table, there are tabs for 'Lone Detail', 'Registered Buyers', 'Registered Sellers', 'Run Numbers', and 'Registered Guests'. A summary table shows counts and percentages for 'Sold', 'If Sale', 'No Sale', and 'Thru Block Total'. A 'REPORTS' sidebar is visible on the right, with 'Title Absent Report' selected. The report details table below shows columns for Run #, Seller, State, Year, Make, Model, Style, VSN, VIN, Mileage, and Buyer, with 13 rows of data.

- Select the Sale Date from the top grid
- Select Reports menu
- Select the Payments Report submenu then Title Absent Report
- This will launch the Report wizard

The screenshot shows the 'Dealer Select' dialog box. It has a 'To' dropdown menu at the top. Below it are fields for 'Account', 'Type', 'Orig Reg', 'Status', 'Allowed', and 'Last Visit'. There are four checkboxes: 'Include Announcements' (checked), 'Business Day Aging' (unchecked), 'Select All' (unchecked), and 'Include Notifications' (checked). At the bottom, there are 'Ok' and 'Cancel' buttons.

- You can customize your report by selecting a specific Dealer or selecting the Select All checkbox for all dealers.
- You can include Notifications and Include Announcements by selecting the checkbox in your report.
- When finished Click "OK" to create and print your report.

## From Payments and Deposits

- Select the **Payments and Deposits** application

The screenshot shows the 'Payments and Deposits' application. The main window displays a table of transactions for a specific vehicle. The table includes columns for Trans ID, Run#, VSN, Title, Status, Date, Deposits, Payments, Account, Rep, Deposited Times, and Slip#. A row with Trans ID 10939 and Status TF is highlighted in red. On the left sidebar, 'Issued Checks' and 'Checks' are highlighted with red boxes. On the right sidebar, the 'REPORTS' menu is open, and 'Titles Absent' is highlighted with a red box.

Trans ID	Run#	VSN	Title	Status	Date	Deposits	Payments	Account	Rep	Deposited Times...	Slip#
10916	A014	512857	TI	CHK	09/29/2022 - 01:...	\$0.00	\$845.00	Youngblood's R...	Roger Youngblood		
10922	B044	512772	TI	CHK	10/05/2022 - 01:...	\$0.00	\$630.00	MIRACLE CHRY...	James Galvin		
10924	A004	512580	TI	CHK	10/06/2022 - 01:...	\$0.00	\$12,910.00	WATERMARKS...	Tyler White		
10926	A053	512936	TI	CHK	10/07/2022 - 03:...	\$0.00	\$2,925.00	ACTION NISSAN	Cant Wright		
10927	A054	512937	TI	CHK	10/07/2022 - 03:...	\$0.00	\$5,000.00	ADOPT AN AUT...	...		
10929	A057	512941	TI	CHK	10/07/2022 - 05:...	\$0.00	\$7,735.00	CLIFTON G COBB	Clifton Cobb		
10930	A058	512942	TI	CHK	10/07/2022 - 05:...	\$0.00	\$3,805.00	G & J AUTO SALES	John Carter		
10931	A059	512950	TI	CHK	10/07/2022 - 01:...	\$0.00	\$8,725.00	CHILI MOTORS	Luis Pardo		
10934	A023	512879	TI	CHK	10/12/2022 - 05:...	\$0.00	\$5,265.00	1st Investors	Zachary Michlith		
10936	A001	512946	TC	CHK	10/13/2022 - 09:...	\$0.00	\$4,765.00	Test Bank	test test		
10937	A002	512828	TC	CHK	10/13/2022 - 09:...	\$0.00	\$4,765.00	Active Auto Sale...	Jon Byler		
10938	A010	512983	TI	CHK	10/13/2022 - 10:...	\$0.00	\$845.00	HUCK AUTO SA	Terry Harris		
10939	A052	512934	TF	CHK	10/14/2022 - 06:...	\$0.00	\$4,305.00	1 Stop Motors	Hans Dochter		
10941	A017	513004	TI	CHK	10/18/2022 - 01:...	\$0.00	\$225.00	NISSAN OF PARIS	Donnie Winches...		
10942	A016	513003	TI	CHK	10/18/2022 - 01:...	\$0.00	\$150.00	NISSAN OF PARIS	Donnie Winches...		

- Select the Issued Checks Sash then Checks Section
- Select the Vehicle with a status of **TF** or **Title Float**
- Select Reports menus
- Select the Title Absent Report
- This will launch the Report wizard

The 'Sale Date Select' dialog box is shown. It has a 'Sale Dates' dropdown set to 'Consign 10/12/2022' and an empty 'Account' dropdown. There are several checkboxes: 'Select All Sale Date' (unchecked), 'Include Un Cleared Checks' (unchecked), 'Business Day Aging' (unchecked), 'Select All Dealers' (checked), 'Include Announcements' (unchecked), and 'Include Notifications' (unchecked). There is a 'Days Filter' dropdown and 'Ok' and 'Cancel' buttons.

- You can customize your report by selecting a specific Dealer in the Account field Dropdown or selecting the Select All checkbox for all dealers.
- Select the Sale Date from the Dropdown

- You can include Notifications and Include Announcements by selecting the checkbox in your report.
- When finished Click "OK" to create and print your report.

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