

The Department of Revenue (DOR) is currently reviewing two options for submitting CRV (Certificate of Real Estate Values) information to allow an electronic recording process in advance of full statewide adoption of the electronic certificate of real estate value (eCRV) system. The DOR respectfully presents these options to the Electronic Real-Estate Recording Committee (ERERC) for feedback in advance of a possible implementation.

The two options presented have been chosen to meet the goals outlined below. In particular, the primary goals are security of private data and minimal impact to the full eCRV adoption schedule.

Goals

- a. Allow submitters to electronically transmit a CRV for submission to counties as part of an e-Recording "packet".
- b. Capture and secure private social security numbers (SSN) and Tax ID data for Individual Income Tax use.
- c. Keep private data private and secure – it can't be in the e-Recording packet, or persisted within third-party systems.
- d. A solution needs to be implemented quickly.
- e. Do not add Revenue or County process costs or additional staff requirements.
- f. Limit the creation of a new CRV submission process that may add confusion or delay adoption of eCRV.
- g. Minimal or no system changes for the current eCRV system.
- h. Do not add stress to the eCRV database and infrastructure.

Identified Proposal Summary

Option 1. Pink paper copy submitted directly to DOR

Allow identified original submitters of a CRV intended for an e-recording property transaction to send the pink copy of the CRV form (containing the private data) directly to DOR. The non-pink copy CRV form PE20/PE20A (with no private data) may be scanned for inclusion in an e-recording packet for subsequent printing by the county.

Option 2. eCRV Form Use with no persistence

eCRV front-end is used to collect SSNs and generate an eCRV PDF containing no private data for inclusion in an e-recording packet and subsequent printing by the county.

Conditions

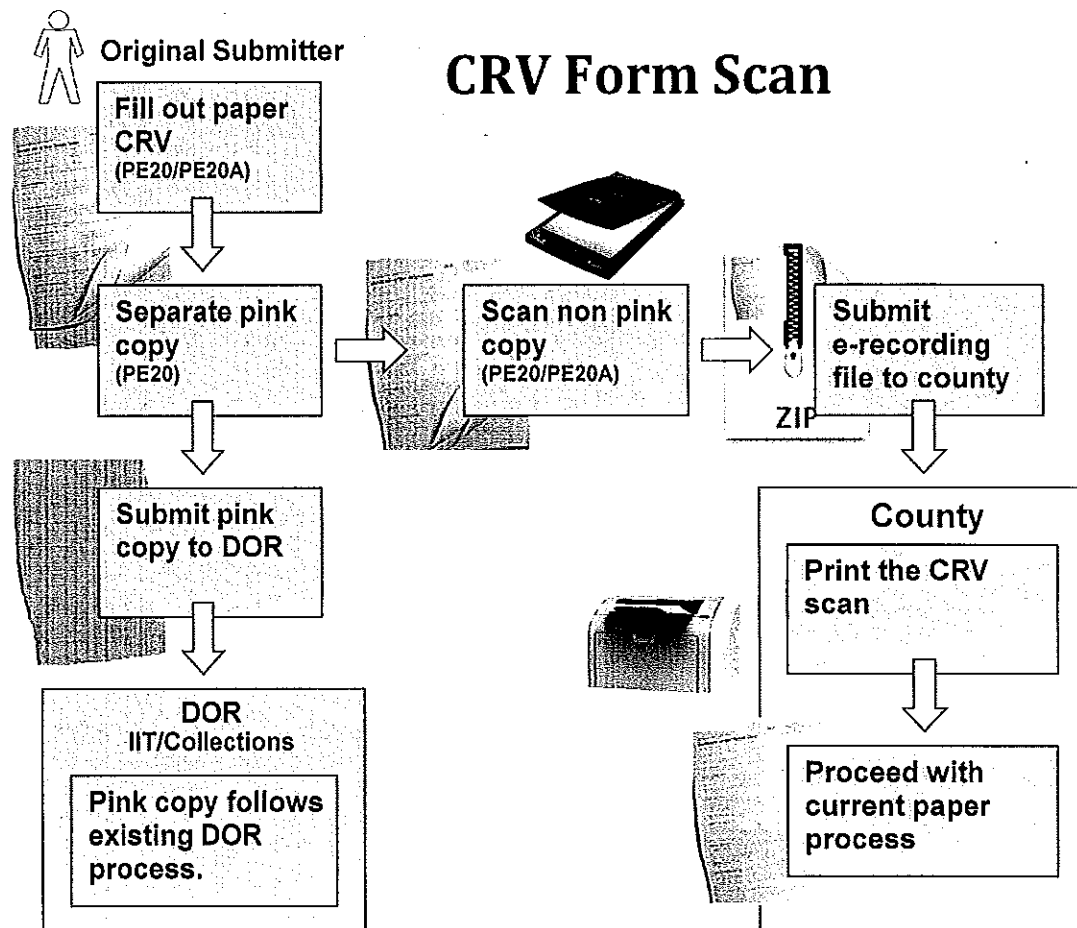
1. Counties must state an ability to receive e-recording transmissions to DOR.
2. All e-recording submitters must be pre-approved by DOR.
3. Private data must NEVER be stored electronically, scanned or included in an e-transmission.
4. The eCRV system must be used for transactions in counties using eCRV.
5. DOR may change or cancel this process at anytime.

Proposal Descriptions

1. Pink paper copy submitted directly to DOR

Allow identified original submitters of a CRV intended for an e-recording property transaction to send the pink copy of the CRV form (containing the private data) directly to DOR. The non-pink copy CRV form PE20/PE20A (with no private data) may be scanned for inclusion in an e-recording packet for subsequent printing by the county.

- a. The County must state the intention of accepting e-recording transmissions to DOR.
- b. An e-Recording Submitter (RS) requests DOR permission to electronically transmit CRVs.
- c. DOR provides a letter of permission for electronic transmission of CRVs back to the RS.
- d. RS fills out the existing CRV paper form PE20/PE20A as appropriate for a property transaction.
- e. RS separates the pink copy of PE20 with private data and sends directly to DOR.
- f. DOR IIT receives pink PE20 copy using the existing process.
- g. RS scans remaining PE20/PE20A form for inclusion in an e-recording transmission to the county.
- h. RS transmits the e-recording packet to the county (does NOT include private data).
- i. County receives and accepts (or rejects) e-recording packet.
- j. County prints the scan files of the PE20 and PE20A CRV forms.
- k. County and State processes the CRV using the existing paper process.
- l. County rejections will result in a new CRV being created and submitted via this process.

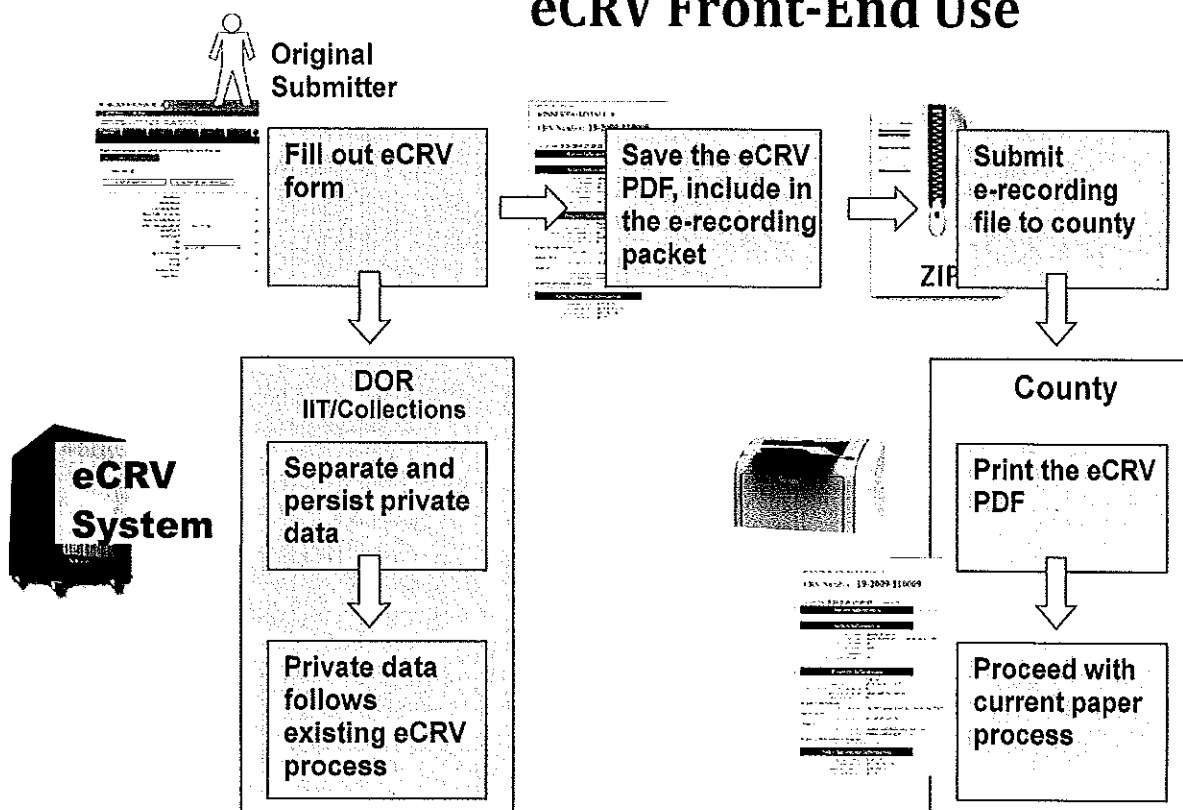


2. eCRV Form Use with no persistence

eCRV front-end is used to collect SSNs and generate the CRV PDF containing no private data for inclusion in an e-recording packet and subsequent printing by the county.

- a. The County must state the intention of accepting e-recording transmissions to DOR.
- b. An e-Recording Submitter (RS) requests DOR permission to electronically transmit CRVs.
- c. DOR provides a letter of permission for electronic transmission of CRVs back to the RS.
- d. RS fills uses the DOR eCRV front-end form to enter CRV data including private data.
- e. The eCRV system validates the CRV data, and securely persists private data separately for DOR internal use.
- f. The eCRV system presents a receipt including a link to a PDF copy (with no private data) of the CRV to the submitter.
- g. The eCRV system does NOT persist the CRV, or allow for subsequent access by the county or submitter to the eCRV.
- h. The RS copies the CRV PDF for inclusion in an e-recording packet to the county.
- i. The RS transmits the e-recording packet to the county (with no private data).
- j. County receives and accepts (or rejects) e-recording packet.
- k. Upon acceptance of the e-recording packet, the county prints the CRV PDF.
- l. County and State processes the CRV using the existing paper process.
- m. County rejections will result in a new CRV being created and submitted via this process.

eCRV Front-End Use



CRV ID 19-2010-110020 has been received and stored

This CRV ID is valid for deed submission to the county until 9/28/2010

IMPORTANT Note your CRV ID

Write your CRV ID on the original deed and your copy of the deed.

OR

Print this receipt page to attach to the deed.

AND

Submit the deed with the CRV ID or attached CRV ID receipt page to the local county of s

Based on the information entered, your anticipated deed tax calculation is: \$ 808.50

= (sales price - assumed mortgage value - personal property for non-residential sales) x county deed tax rate

[Print this receipt page](#)

Click to view or save entire eCRV



PDF file (printer friendly)



HTML view



XML file

Please keep a copy of your submitted eCRV information for your records. For security, all Social Security numbers and other identifying information are not present on any copies retrieved.

[Make another eCRV submission](#)

[Return to eCRV Home page](#)

Note – With the eCRV front-end form use option no server side persistence of the eCRV will take place until the full use of eCRV is implemented within the county. The submitter, nor the county will be able to retrieve the eCRV after this page is closed.