



IADA FAS-TITLE APPLICATION DAILY REMITTANCE SHEET
***(Please send this sheet in with your applications every day
or your applications will be returned to you.)***



Dealership Name:		Date:
Address:		
City:	State:	Zip:

Name / City	Yr/Make	Service Requested	Sec. of State Fee	IADA Fee
1.				
2.				
3.				
4.				
5.				
6.				
7.				
8.				
9.				
10.				
11.				
12.				
13.				
14.				
15.				

TOTAL OF IADA FEES ONLY

Date Submitted to Secretary of State:

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Make sure IADA & SOS fees are separate checks.

Make Checks for IADA Fees Payable To:
IADA FAS-TITLE SERVICE
300 W. EDWARDS – SUITE 400
SPRINGFIELD, IL 62704

Fill this form out completely to avoid a delay in processing.

NEW FAS-TITLE FEES!

There is a \$2.00 fee due for go backs. The \$2.00 fee is for EACH go back, EACH time you send it through. Your work will be returned to you if the fee is not paid.

PLEASE SEND A REMITTANCE PAGE WITH EVERY TRANSACTION, EVEN GO BACKS! DON'T FORGET - YOU CAN FILL UP THE WHOLE PAGE.

NEW FAS-TITLE FEES EFFECTIVE IMMEDIATELY

Sticker Only	\$4.00	Reclass Plates	\$5.00
Duplicate I.D. (SOS fee \$3.00)	\$4.00	Supplemental Lic. App.	\$5.00
Title Only	\$4.00	Plates & Title	\$5.00
Corrected I.D. (SOS fee \$3.00)	\$4.00	Plates Only	\$5.00
Corrected Title	\$4.00	Odometer Corrections	\$6.00
Repossession Title	\$4.00	Serial # Corrections	\$6.00
Title & Transfer	\$4.00	Title Switches	\$8.00
Duplicate Title	\$4.00	Supplemental License App.	\$5.00
Salvage Certificate	\$2.00	*Deliver IL Dept of Rev. Tax Forms (ST-556 and ST-556-LSE) for receipted copies & payment of taxes	\$2.00
Expedited Titles	\$5.00		
Dealer Plates	\$10.00	Title History	\$2.00
Go Back Fee (charges each time an application goes back through)	\$2.00	Lost Plates (SOS fees \$9+\$20 for sticker)	\$4.00

NOTE: When sending tax forms with an application, there is not an additional \$2.00 fee. The \$2.00 fee applies when sending individual tax forms for prepayment.



January 1, 2019

TO: IADA FAS-TITLE CUSTOMERS

RE: GUIDELINES TO ASSIST IN EXPEDITING PROCESS

We would like to share some guidelines with you that will make your Fas-title transactions go through the system a lot smoother and faster and cut down on go-backs.

- **Be sure you are using the new updated SOS application. The SOS will not accept the old applications! See enclosed flyer/fee schedule and post it where you can see it.**
- Make sure you attach the IADA Fas-title Remittance Page with your transactions **every day**.
- **All work submitted without this page will be returned to you.**
- You may use one sheet for each day's work if it is all in the same envelope. **Only put one day's work on a page.**
- Place the IADA remittance page and all IADA fees (coupons or one check) **on top**.
- Try not to fold your paperwork if possible. Try to send it in a flat envelope.
- **Print Clearly**

TRY TO PLACE YOUR PAPERWORK IN ORDER:

- **IADA fees (checks or coupons) and IADA remittance page should always go on top.**
- **Staple with one staple in the area provided on the SOS application** the following: the SOS check, SOS application, title (with signatures facing the back) and tax forms **all stapled with one staple in the area provided.**
- All other paperwork on bottom.

When returning go backs, make sure to enclose the go back sheet and a remittance page. Don't forget to enclose the \$2.00 Go Back Fee EACH TIME you send it back in. Also, when remitting tax forms, if they accompany an application, there is no additional \$2.00 fee. If they are sent alone there is a \$2.00 fee. If there is no tax due and you just need them stamped, there is no fee.

EFFECTIVE IMMEDIATELY, WE WILL NO LONGER SHIP PLATES TO THE CUSTOMER. EVERYTHING WILL BE SHIPPED TO THE DEALER.

Items we do not need (extra paper makes your postage higher):

- Check stubs
- Bottom portion of ID car attached to the blue registration application
- Any writing above applicant's name on application

Common errors:

- Missing odometer reading
- Odometer box being marked on application
- Signatures missing for **all** buyers
- Writing not legible
- **Do not send CVR paperwork to our Fas-Title Service!**