

eFacility User Guide

Alberta's Vehicle Inspection Program

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Logging into eFacility

1. Open your internet browser (i.e. Internet Explorer, Safari, Mozilla Firefox, etc.) and go to <https://www.trans.gov.ab.ca/TravisWebLogin/redirect.htm>
2. Enter your User Name and Password and click the "Submit" button. User names and passwords are issued by Alberta Transportation. If you do not have a user name and password go to "Creating User ID's"

Government of Alberta
Transportation

Alberta.ca > Transportation > Online Services

Online Services

Mobile Access

- Login
- Minimum Requirements
- FAQ
- Copyright & Disclaimer
- Security and Privacy
- Trouble-Shooting
- TRAVIS

Alberta Transportation Online Services

Version: Primary Version - 64Bit

[Forgot Password?](#)

Contact the Central Permit Office at 1-800-662-7138 for all questions and assistance.

ATTENTION NEW TRAVIS Web Registrants: Registration applications will only be processed during business hours, and approval may take up to 2 working days to process. Your Login ID and Password will be emailed as soon as your registration is finalized.

Login To System

User ID:

Password:

Need a User ID?
[Register](#)

Forgot Your Password?
[Reset Password](#) [Help](#)

3. Select the "eFacility" link.

Online Services

Secure Page

Welcome to Alberta Transportation Online Services

1. [eFacility](#)

Logout

Main Menu

Change Password

My Account

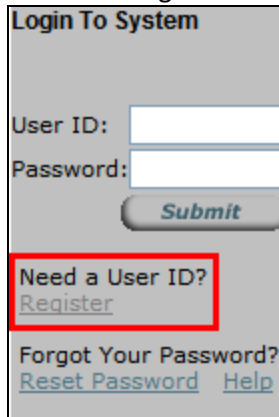
eFacility

To request additional services, click on "My Account".

Creating User IDs

1. Open your internet browser (i.e. Internet Explorer, Safari, Mozilla Firefox, etc.) and go to <https://www.trans.gov.ab.ca/TravisWebLogin/redirect.htm>

2. Click the "Register" link below the login:



Login To System

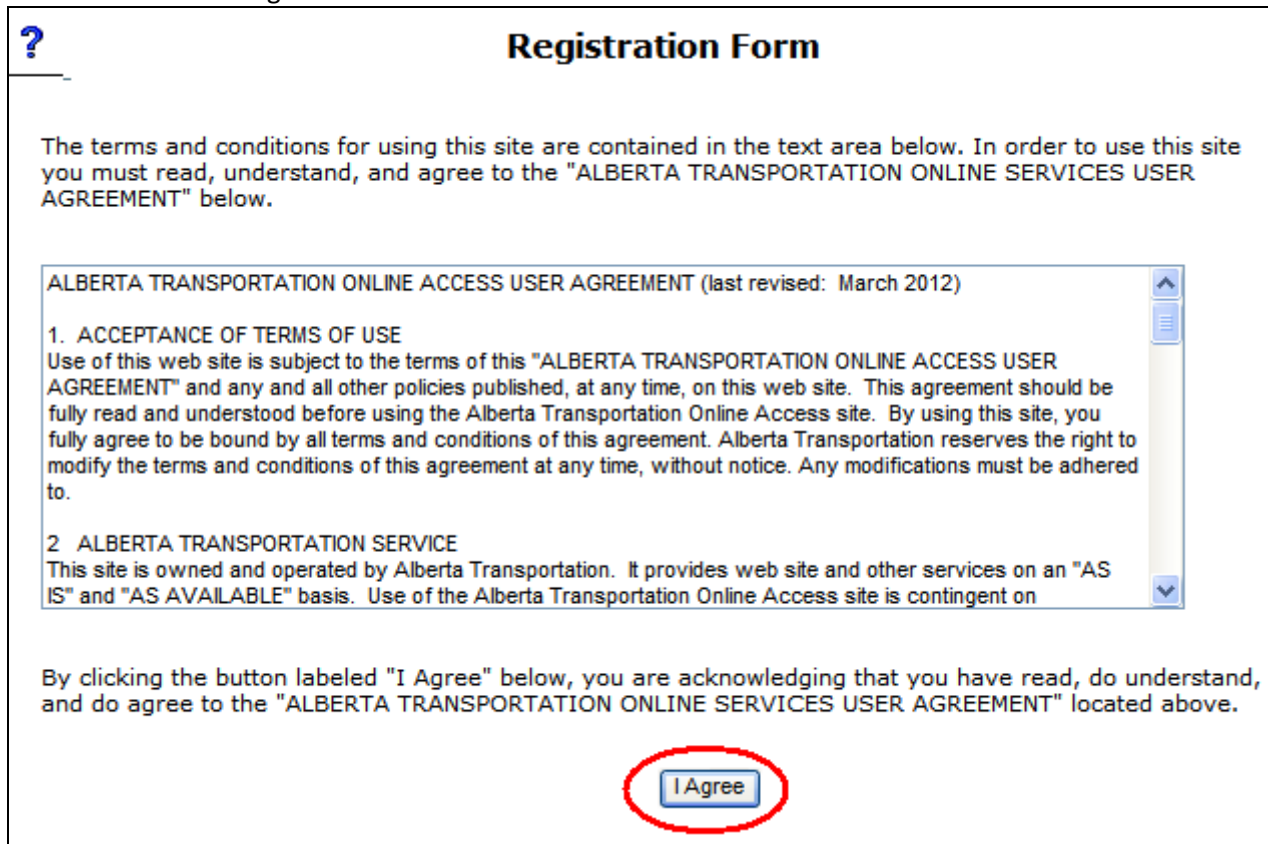
User ID:

Password:

Need a User ID?
[Register](#)

Forgot Your Password?
[Reset Password](#) [Help](#)

3. Users must select "I Agree" to continue:



? **Registration Form**

The terms and conditions for using this site are contained in the text area below. In order to use this site you must read, understand, and agree to the "ALBERTA TRANSPORTATION ONLINE SERVICES USER AGREEMENT" below.

ALBERTA TRANSPORTATION ONLINE ACCESS USER AGREEMENT (last revised: March 2012)

1. ACCEPTANCE OF TERMS OF USE
Use of this web site is subject to the terms of this "ALBERTA TRANSPORTATION ONLINE ACCESS USER AGREEMENT" and any and all other policies published, at any time, on this web site. This agreement should be fully read and understood before using the Alberta Transportation Online Access site. By using this site, you fully agree to be bound by all terms and conditions of this agreement. Alberta Transportation reserves the right to modify the terms and conditions of this agreement at any time, without notice. Any modifications must be adhered to.

2 ALBERTA TRANSPORTATION SERVICE
This site is owned and operated by Alberta Transportation. It provides web site and other services on an "AS IS" and "AS AVAILABLE" basis. Use of the Alberta Transportation Online Access site is contingent on

By clicking the button labeled "I Agree" below, you are acknowledging that you have read, do understand, and do agree to the "ALBERTA TRANSPORTATION ONLINE SERVICES USER AGREEMENT" located above.

4. Select “eFacility” from the list of available services:

Available Applications / Services - To avoid unnecessary delay in request approval, please select only the applications required for your job role. If you are not sure if the application is needed for your role, click Show Description to bring up more information.		
Breathalyzer Calibration	<input type="checkbox"/>	[Show Description]
Carrier Services Permits	<input type="checkbox"/>	[Show Description] ** MVID & NSC Carrier Number required for NSC Permits
Carrier/Public Profile	<input type="checkbox"/>	[Show Description] ** MVID required for public / MVID & NSC Carrier Number Required for Carrier Profile
ECS - Electronic Collision System	<input type="checkbox"/>	[Show Description]
HDO - Highway Data Online	<input type="checkbox"/>	[Show Description]
Prorate IRP - Online Portal	<input type="checkbox"/>	[Show Description] ** MVID - required
Rail Safety Certificates	<input type="checkbox"/>	[Show Description]
TIMS - Transportation Infrastructure Management System	<input type="checkbox"/>	[Show Description] ** Company - Address - Comment - autoID - required
TRAVIS Web (Overloads/Annuals/Licensing)	<input type="checkbox"/>	[Show Description] ** MVID - required
Vehicle Safety Permits	<input type="checkbox"/>	[Show Description] ** MVID - required
eFacility	<input type="checkbox"/>	[Show Description] ** MVID - Facility ID - autoID - required

5. Fill in the required user information. Required information will be highlighted in orange.

User Information			
Requested User ID:	John.Smith	<input type="text"/>	<input type="text"/>
* First Name:	John	<input type="text"/>	** MVID: 1234-5678
Middle Initial:	<input type="text"/>	<input type="text"/>	** NSC Carrier Number: <input type="text"/>
* Last Name:	Smith	<input type="text"/>	** Facility ID: 12345
* Phone:	780-427-8901	<input type="text"/>	Technician Number: <input type="text"/>
* Individual Work E-mail:	john.smith@email.com	<input type="text"/>	** Company Address: <input type="text"/>
** Company Name:	ABC Truck Repair	<input type="text"/>	** City: <input type="text"/>
Fax Number:	<input type="text"/>	<input type="text"/>	** Province: <input type="text"/>
		<input type="text"/>	** Postal Code: <input type="text"/>
		<input type="text"/>	** Access Requested and Reason: <input type="text"/>

- **First Name:** Enter the user’s first name
- **Last Name:** Enter the user’s last name
- **Phone:** Enter the user’s work phone number
- **Individual Work E-mail:** Enter the user’s email address. **NOTE** – This is the email address where all password resets are sent. Each user should have their own private email address.
- **MVID:** Enter the user’s Motor Vehicle Identification Number (MVID). This number can be found under the barcode of any Alberta Driver’s Licence. It is 9 digits in the format of XXXX-XXXXX. If the user does not have an Alberta Driver’s Licence, contact Alberta Transportation at 780-427-8901 or TRANS.eFacility@gov.ab.ca



- **Facility ID:** Enter the facility number of the facility where the user will be entering inspections. If the user is completing inspections at more than one facility, enter one facility number and contact Alberta Transportation at TRANS.eFacility@gov.ab.ca or call 780-427-8901.

6. Verify the information and click the button below the form

Click here to validate data after you complete the above form

7. A confirmation email will be sent to the email address provided. Once Alberta Transportation has approved the request a second email will be sent with a temporary password.

HOW TO ENTER AN OUT OF PROVINCE INSPECTION

1. Click the “Start” button:



Start
new vehicle inspection

2. Make sure the correct facility name and number are shown at the top of the screen. Select “Out of Province” from the ‘Inspection Type’ drop down menu:

Facility Information	
Facility *	Alberta Transportation 10000
Inspection Type *	OUT OF PROVINCE (selected)
Vehicle Type *	SALVAGE
	COMMERCIAL

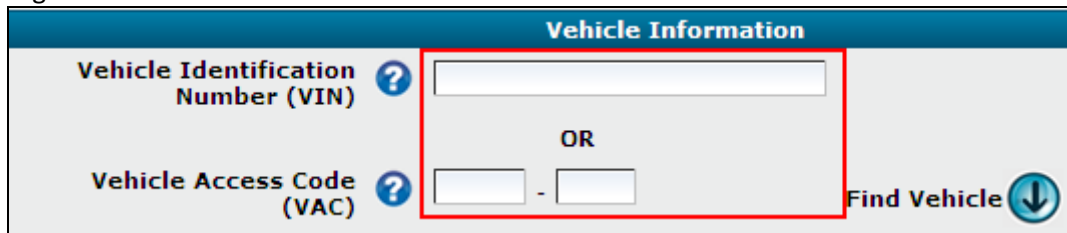
3. Select the type of vehicle being inspected from the ‘Vehicle Type’ drop down menu. **NOTE** - Vehicle type definitions can be found in the Facility Operating Manual or the Automotive & Light Truck Vehicle Inspection Manual:

Inspection Type *	OUT OF PROVINCE
Vehicle Type *	AUTOMOTIVE
	COMMERCIAL BUS
	HEAVY MOTORHOME
	LIGHT TRUCK
	MOTOR COACH
	MOTORCYCLE
	SCHOOL BUS
	TRUCK

4. Enter the number of the technician completing the inspection. **NOTE** – Technician numbers start with an “A” or “B” and can be found on the technician’s blue wallet card:

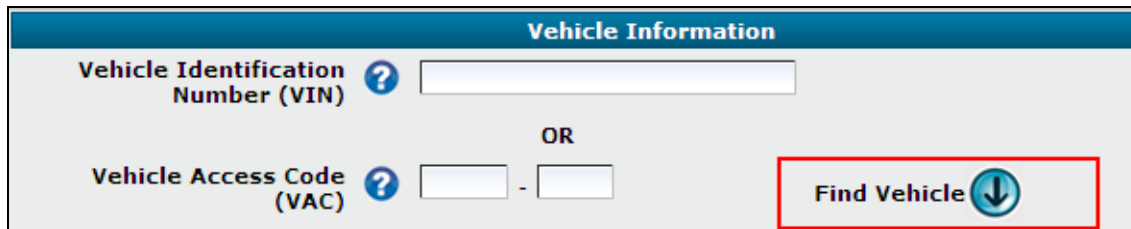
Technician Information	
Technician *	[Empty field]

5. Enter either the VIN (Vehicle Identification Number) or the VAC (Vehicle Access Code). The VIN can be found on the VIN plate located on the lower left hand corner of the dash (visible through the windshield) or on the door decal. The VAC can be found on the registration documents for the vehicle. **NOTE** - Do not rely on the accuracy of registration documents. Always verify that the VIN on the vehicle is the same as the VIN on the registration:



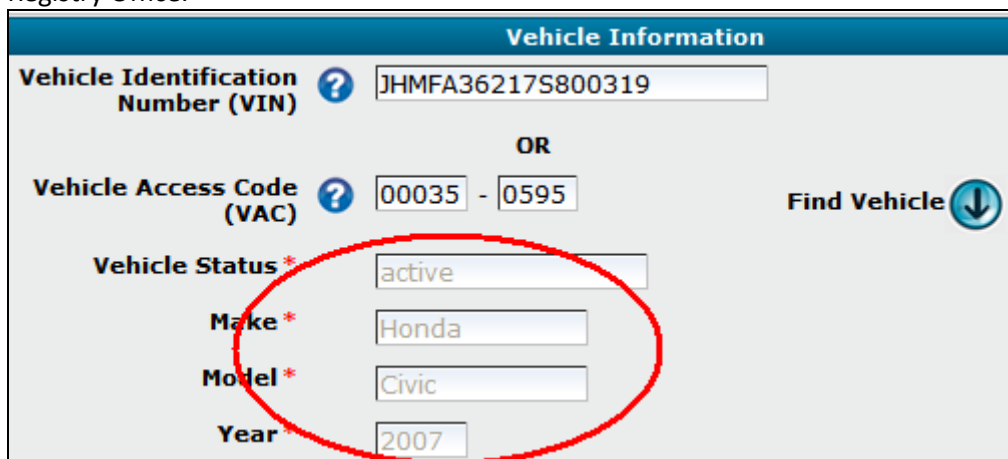
The screenshot shows the 'Vehicle Information' form. It has a blue header with the text 'Vehicle Information'. Below the header, there are two input fields: 'Vehicle Identification Number (VIN)' and 'Vehicle Access Code (VAC)'. The 'VIN' field is a single text box, and the 'VAC' field consists of two text boxes separated by a hyphen. A red box highlights both input fields. Below the input fields, there is an 'OR' label. To the right of the 'VAC' field, there is a 'Find Vehicle' button with a downward arrow icon.

6. Click the "Find Vehicle" icon:



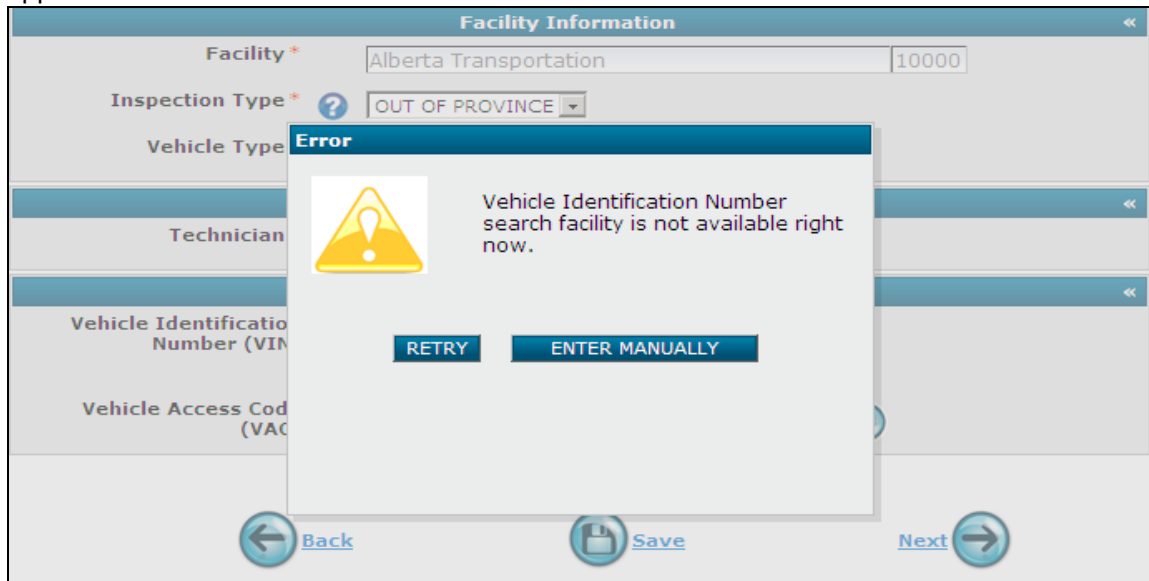
The screenshot shows the 'Vehicle Information' form. The 'Find Vehicle' button, which is a blue circle with a white downward arrow, is highlighted with a red box. The input fields for VIN and VAC are empty.

Vehicle information should appear. **NOTE** – This information is taken from the Motor Vehicle Database. If the information is incorrect, re-check the VIN or VAC. If it is still incorrect, have the customer visit the nearest Registry Office.

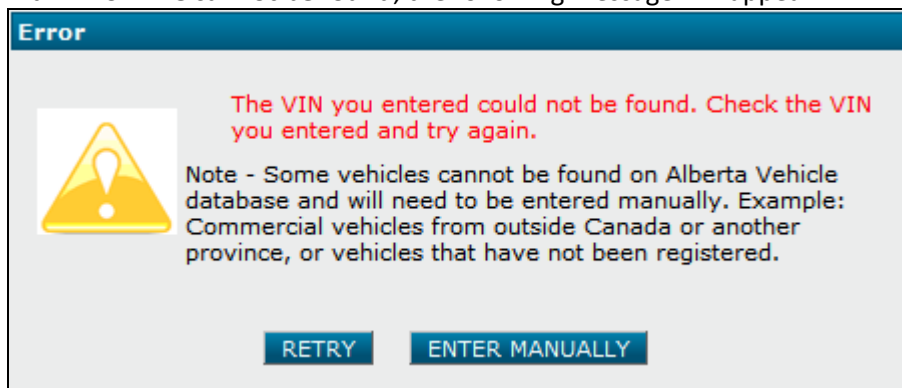


The screenshot shows the 'Vehicle Information' form with search results. The 'VIN' field contains 'JHMFA36217S800319'. The 'VAC' field contains '00035 - 0595'. Below the input fields, there is a 'Find Vehicle' button. Below the button, there are four fields: 'Vehicle Status *' (active), 'Make *' (Honda), 'Model *' (Civic), and 'Year' (2007). A red oval highlights the 'Vehicle Status', 'Make', 'Model', and 'Year' fields.

If the Motor Vehicle Database is unavailable the inspection can continue, but the following message will appear:

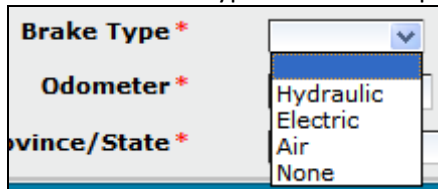


If a VIN or VAC cannot be found, the following message will appear:

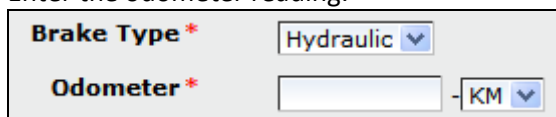


Click the “Retry” button to try entering the VIN or VAC again. Clicking “Enter Manually” will display blank fields and the information will have to be entered before continuing with the inspection.

7. Select the brake type from the drop down menu:



8. Enter the odometer reading:



9. Select the Province or State the vehicle is currently registered in (or where it is coming from):

Province/State *	<input type="text"/>
Owner * ?	ALBERTA
First Name *	BRITISH COLUMBIA
	MANITOBA
	NEW BRUNSWICK
	NEWFOUNDLAND AND LABRADOR
	NORTHWEST TERRITORIES

10. Enter the owner information as it appears on the registration or if the vehicle is not registered, enter the name of the person presenting the vehicle for inspection. NOTE – if the vehicle is dealer inventory, enter the name of the dealership:

Vehicle Owner Information	
Owner * ?	<input checked="" type="radio"/> Personal <input type="radio"/> Business
First Name *	<input type="text"/>
Last Name *	<input type="text"/>
Address *	<input type="text"/>
City *	<input type="text"/>
Province/State *	<input type="text"/>
Postal/Zip Code *	<input type="text"/>
Phone Number *	<input type="text"/> - <input type="text"/> - <input type="text"/>

11. Click “Next” to continue:



12. Complete each section of the Record of Inspection by selecting either “P” for pass, “F” for failed, or “NA” for not applicable. **NOTE** – Clicking on the “P”, “F” or “NA” link at the top of each section will mark all the radio buttons for that section:

Facility: **Alberta Transportation 10000**
 Technician: **Keith Bennett A0001**

VIN:	JS3TD945574200291	Make: Suzuki	Model: cvt	Year: 2007
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Motor Vehicle Record of Inspection for Out of Province Inspection

Measurements: Metric Imperial



Section 1 - Pre-Inspection

	P	F	NA		P	F	NA
1.1a Request for Inspection (RFI)	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	1.3c Vehicle Wanders or Pulls	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
1.1b Vehicle Accurately Described On The RFI	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	1.3e Driveability	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
1.2a VIN Plate Condition	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	1.3f Speedometer Operation	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
1.2b VIN Consistent With RFI	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	1.3d Brake System Performance	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
1.3a CV Joint Road Test Result	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	1.3g Odometer (if equipped) Operation	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
1.3b Universal Joint Road Test Result	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>				

Notes



13. Indicate if the vehicle “Passed” or “Failed” the inspection by clicking the radio buttons at the bottom of the screen:

PASSED **FAILED**




[View/Print](#)  [Next](#) 

14. Click the “Next” button.

15. Click the “Confirm & Save” Button. **NOTE** – Clicking this button will create the inspection certificate with the inspection date.

Facility: Alberta Transportation 10000				
Technician: Keith Bennett A0001				
VIN:	54564654564545646	Make: Ford	Model: F150	Year: 2008
Inspection PASSED				
 Back		 Confirm & Save		

16. Click the “View/Print Certificate” button. Print 3 copies of the inspection certificate: one is for the vehicle owner to keep, one is for the vehicle owner to give to Registries, and one is for the facility to keep. **The technician must sign all 3 copies.**

Facility: Alberta Transportation 10000				
Technician: Keith Bennett A0001 Inspection Information				
VIN:	54564654564545646	Make: Ford	Model: F150	Year: 2008
Inspection PASSED				
Inspection Completed: 4 Apr 2012				
 Home				
 View/Print Certificate		 View/Print Record Of Inspection		

IMPORTANT – Inform the vehicle owner they have 14 days to take the inspection certificate to a Registry Office. After 14 days the certificate is no longer valid.

17. Click the “View/Print Record of Inspection” button. Print 2 copies of the record of inspection: one for the vehicle owner and one for the facility to keep. **The technician and the customer must sign both copies.**

IMPORTANT – If the vehicle failed the inspection, inform the vehicle owner they have 10 days to have the vehicle repaired and return it for a re-inspection.

How to Enter a Salvage Inspection

1. Click the “Start” button”:



Start
new vehicle inspection

2. Make sure the correct facility name and number are shown at the top of the screen. Select “Out of Province” from the ‘Inspection Type’ drop down menu:

Facility Information	
Facility *	Alberta Transportation
Inspection Type *	OUT OF PROVINCE
Vehicle Type *	

3. Select the type of vehicle being inspected from the ‘Vehicle Type’ drop down menu. **NOTE** - Vehicle type definitions can be found in the Facility Operating Manual or the Automotive & Light Truck Vehicle Inspection Manual:

Inspection Type *	OUT OF PROVINCE
Vehicle Type *	AUTOMOTIVE
Technician Number *	
Vehicle Identification Number (VIN) *	


4. Enter the facility number for the facility completing the mechanical portion of the inspection. **NOTE** – If the same facility is completing both the structural and mechanical portions of the inspection, enter the same facility number:

Facility Information	
Facility *	Alberta Transportation 10000
Inspection Type *	SALVAGE
Vehicle Type *	AUTOMOTIVE
Mechanical Facility *	10002


- Enter the number of the technician completing the structural portion of the inspection. If the same facility is completing both the structural and mechanical portions, the mechanical technician number will also need to be entered:

Technician Information	
Structural Technician Number *	<input type="text" value="A0001"/>
Mechanical Technician Number *	<input type="text" value="A0003"/>

- Enter either the VIN (Vehicle Identification Number) or the VAC (Vehicle Access Code). The VIN can be found on the VIN plate located on the lower left hand corner of the dash (visible through the windshield) or on the door decal. The VAC can be found on the registration documents for the vehicle. **NOTE** - Do not rely on the accuracy of registration documents. Always verify that the VIN on the vehicle is the same as the VIN on the registration:

Vehicle Information	
Vehicle Identification Number (VIN) ?	<input type="text"/>
OR	
Vehicle Access Code (VAC) ?	<input type="text"/> - <input type="text"/>
Find Vehicle 	

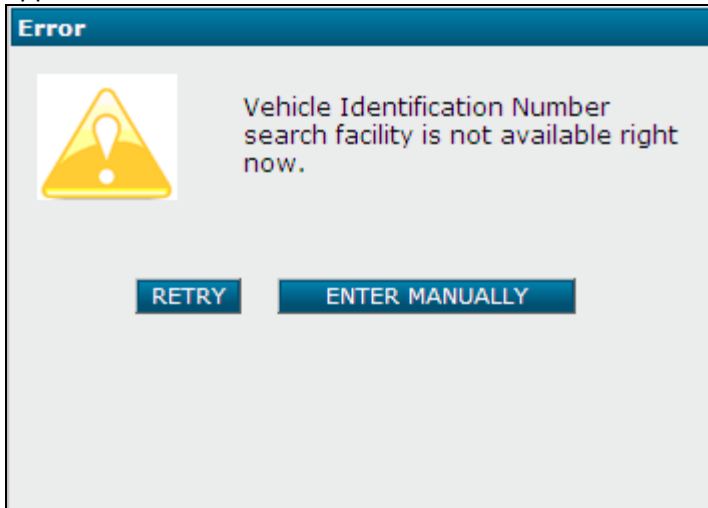
- Click the “Find Vehicle” icon:

Vehicle Information	
Vehicle Identification Number (VIN) ?	<input type="text"/>
OR	
Vehicle Access Code (VAC) ?	<input type="text"/> - <input type="text"/>
Find Vehicle 	

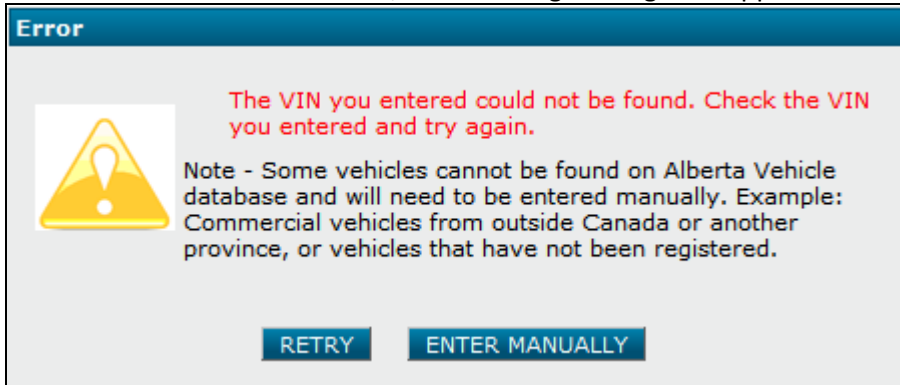
Vehicle information should appear. **NOTE** – This information is taken from the Motor Vehicle Database. If the information is incorrect, re-check the VIN or VAC. If it is still incorrect, have the customer visit the nearest Registry Office.

Vehicle Information	
Vehicle Identification Number (VIN) ?	<input type="text" value="3GYFK12269G000001"/>
OR	
Vehicle Access Code (VAC) ?	<input type="text" value="00035"/> - <input type="text" value="1650"/>
Vehicle Status *	<input type="text" value="oop-salvage"/>
Make *	<input type="text" value="Cadillac"/>
Model	<input type="text" value="Escalade"/>
Year *	<input type="text" value="2009"/>

If the Motor Vehicle Database is unavailable the inspection can continue, but the following message will appear:

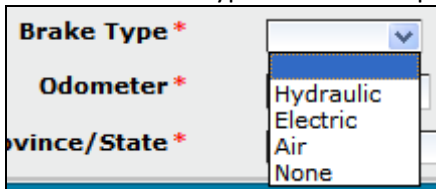


If a VIN or VAC cannot be found, the following message will appear:

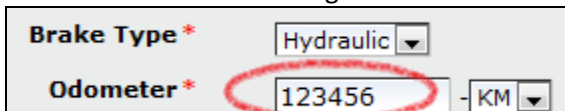


Click the "Retry" button to try entering the VIN or VAC again. Clicking "Enter Manually" will display blank fields and the information will have to be entered before continuing with the inspection.

8. Select the brake type from the drop down menu:



9. Enter the odometer reading:



10. Select the Province or State the vehicle is currently registered in (or where it is coming from):

11. Enter the owner information as it appears on the registration or if the vehicle is not registered, enter the name of the person presenting the vehicle for inspection. NOTE – if the vehicle is dealer inventory, enter the name of the dealership:

12. Click “Next”:



13. For facilities doing both parts of the inspection (structural & mechanical), the entire Record of Inspection will be displayed. For facilities only doing the structural part, only the structural part of the Record of Inspection will be displayed.

Section 12 - Structural Integrity			P F NA				
12.1 Documentation	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	12.5 Frame	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
12.2 Vehicle Identification Number	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	12.6 Roof	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
12.3 Body - General	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	12.7 Pillars	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
12.4 Structural Dimensions - ***Must be attached***	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	12.8 Floor	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

14. If the same facility is completing the structural and mechanical portions of the inspection click “Next” to continue. If different facilities are completing each portion, click “Forward”. NOTE – Clicking the “Forward” button will send the inspection to the Mechanical Facility.

How to Enter a Salvage Inspection for a Commercial Vehicle (Different Facilities)

1. Click the “Start” button”:



Start
new vehicle inspection

2. Make sure the correct facility name and number are shown at the top of the screen. Select “Out of Province” from the ‘Inspection Type’ drop down menu:

Facility Information	
Facility *	Alberta Transportation
Inspection Type *	OUT OF PROVINCE SALVAGE COMMERCIAL
Vehicle Type *	

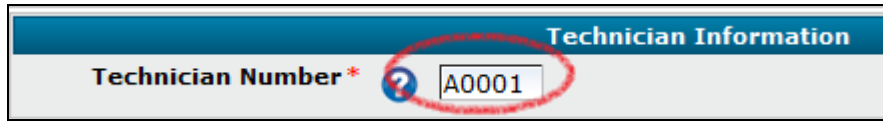
3. Select the type of vehicle being inspected from the ‘Vehicle Type’ drop down menu. **NOTE** - Vehicle type definitions can be found in the Facility Operating Manual or the Automotive & Light Truck Vehicle Inspection Manual:

Inspection Type *	COMMERCIAL
Vehicle Type *	COMMERCIAL BUS LIGHT TRUCK MOTOR COACH SCHOOL BUS TRUCK TRAILER
Technician Number *	
Vehicle Identification	

4. Enter the facility number for the facility completing the mechanical portion of the inspection.

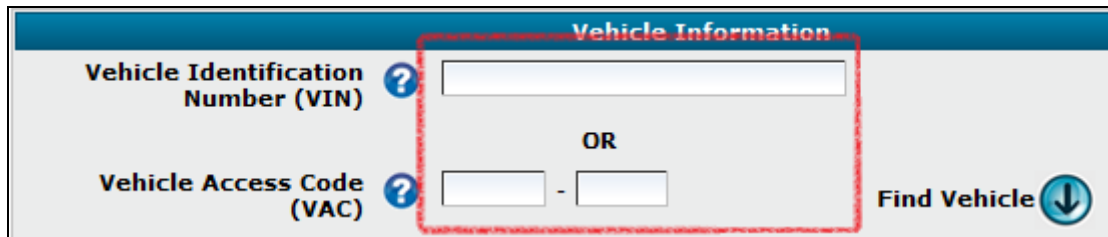
Facility Information	
Facility *	Alberta Transportation
Facility Number	10000
Inspection Type *	SALVAGE
Vehicle Type *	TRUCK
Mechanical Facility *	10002

5. Enter the number of the technician completing the inspection. **NOTE** – Technician numbers start with an “A” or “B” and can be found on the technician’s blue wallet card:



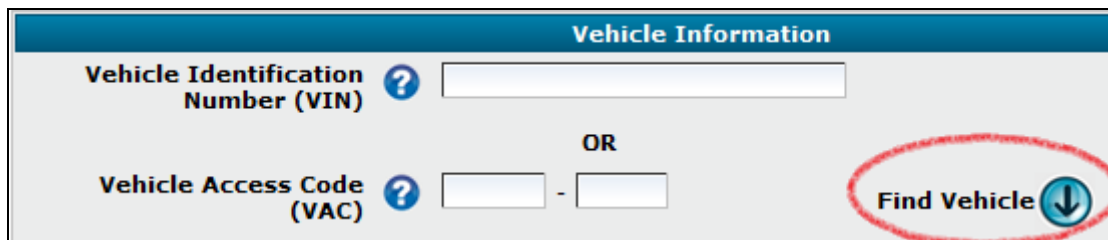
The screenshot shows a form titled "Technician Information". The label "Technician Number*" is followed by a question mark icon and a text input field containing "A0001". A red circle highlights the input field.

6. Enter either the VIN (Vehicle Identification Number) or the VAC (Vehicle Access Code). The VIN can be found on the VIN plate located on the lower left hand corner of the dash (visible through the windshield) or on the door decal. The VAC can be found on the registration documents for the vehicle. **NOTE** - Do not rely on the accuracy of registration documents. Always verify that the VIN on the vehicle is the same as the VIN on the registration:



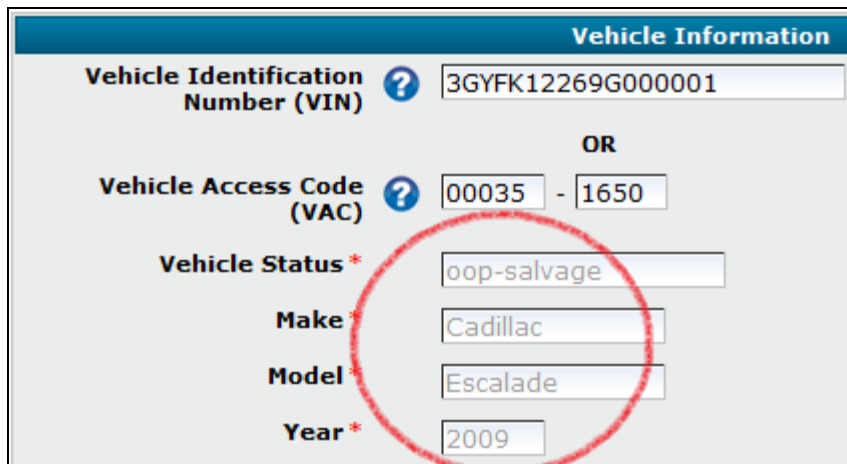
The screenshot shows a form titled "Vehicle Information". It has two input fields: "Vehicle Identification Number (VIN)" and "Vehicle Access Code (VAC)". The VAC field is split into two boxes with a hyphen between them. Below the fields is the text "OR". To the right is a "Find Vehicle" button with a downward arrow icon. A red dashed box highlights the VIN and VAC input areas.

7. Click the “Find Vehicle” icon:



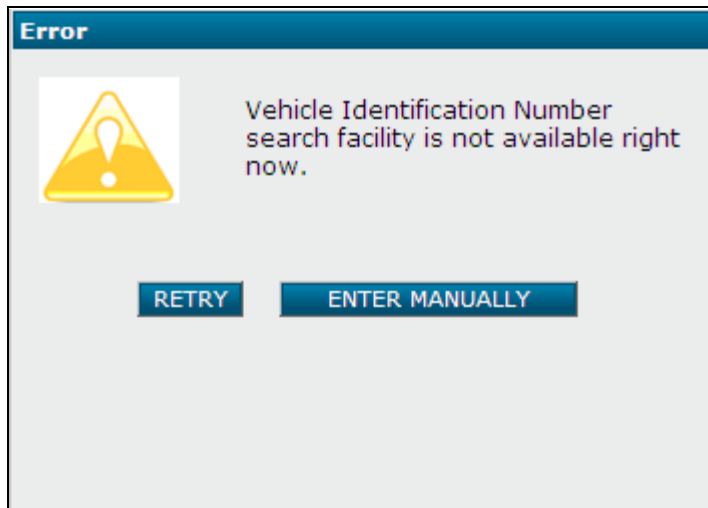
This screenshot is identical to the previous one, but the "Find Vehicle" button with the downward arrow icon is circled in red.

Vehicle information should appear. **NOTE** – This information is taken from the Motor Vehicle Database. If the information is incorrect, re-check the VIN or VAC. If it is still incorrect, have the customer visit the nearest Registry Office.

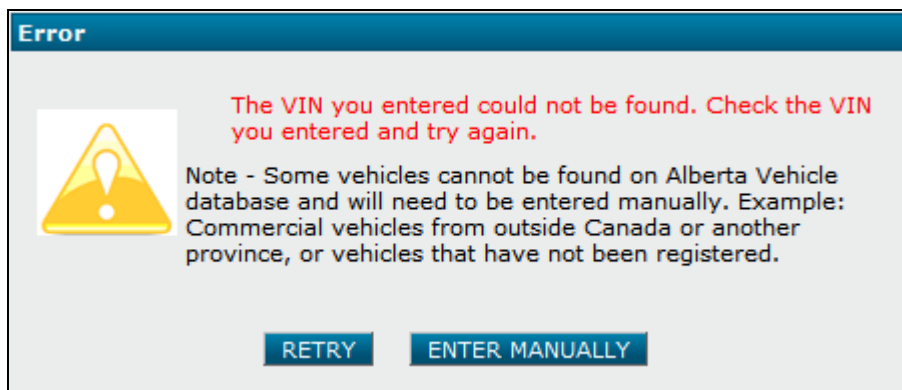


The screenshot shows the "Vehicle Information" form with the following populated fields: "Vehicle Identification Number (VIN)" is "3GYFK12269G000001"; "Vehicle Access Code (VAC)" is "00035 - 1650"; "Vehicle Status*" is "oop-salvage"; "Make*" is "Cadillac"; "Model" is "Escalade"; and "Year*" is "2009". A red circle highlights the "Vehicle Status*", "Make*", "Model", and "Year*" fields.

If the Motor Vehicle Database is unavailable the inspection can continue, but the following message will appear:

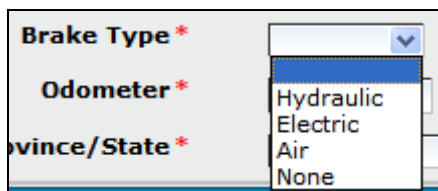


If a VIN or VAC cannot be found, the following message will appear:

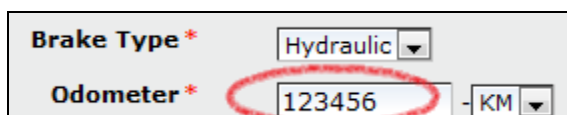


Click the "Retry" button to try entering the VIN or VAC again. Clicking "Enter Manually" will display blank fields and the information will have to be entered before continuing with the inspection.

8. Select the brake type from the drop down menu:



9. Enter the odometer reading:



10. Select the Province or State the vehicle is currently registered in (or where it is coming from):

A dropdown menu titled "Province/State *" is open, showing a list of Canadian provinces and territories: ALBERTA, BRITISH COLUMBIA, MANITOBA, NEW BRUNSWICK, NEWFOUNDLAND AND LABRADOR, and NORTHWEST TERRITORIES. To the left of the dropdown, there are labels for "Owner *" with a question mark icon and "First Name *".

11. Enter the owner information as it appears on the registration or if the vehicle is not registered, enter the name of the person presenting the vehicle for inspection. NOTE – if the vehicle is dealer inventory, enter the name of the dealership:

The "Vehicle Owner Information" form is shown. It has a title bar and two radio buttons for "Personal" (selected) and "Business". Below are fields for "First Name *", "Last Name *", "Address *", "City *", "Province/State *" (with "AB" selected), "Postal/Zip Code *" (with "T6B2X3" entered), and "Phone Number *" (with "780 - 400 - 1000" entered). A red dashed box highlights the First Name, Last Name, Address, and City fields.

12. Click "Next":



13. For facilities only doing the structural part, only the structural part of the Record of Inspection will be displayed.

The "Motor Vehicle Record of Inspection" form is shown. It has a title bar and a "Measurements:" section with "Metric" selected. Below is "Section 12 - Structural Integrity" with a table of inspection items. The "P E NA" headers for the first two columns are circled in red.

Section 12 - Structural Integrity	
	P E NA
12.1 Documentation	<input type="radio"/> <input type="radio"/> <input type="radio"/>
12.2 Vehicle Identification Number	<input type="radio"/> <input type="radio"/> <input type="radio"/>
12.3 Body - General	<input type="radio"/> <input type="radio"/> <input type="radio"/>
12.4 Structural Dimensions - ***Must be attached***	<input type="radio"/> <input type="radio"/> <input type="radio"/>
12.5 Frame	<input type="radio"/> <input type="radio"/> <input type="radio"/>
12.6 Roof	<input type="radio"/> <input type="radio"/> <input type="radio"/>
12.7 Pillars	<input type="radio"/> <input type="radio"/> <input type="radio"/>
12.8 Floor	<input type="radio"/> <input type="radio"/> <input type="radio"/>

Notes

14. Since different facilities are completing each portion, click "Forward". NOTE – Clicking the "Forward" button will send the inspection to the Mechanical Facility.

15. The Mechanical facility will now have the inspection show up on their 'Search' page. The Status will be 'Received' and clicking 'Open' will continue the inspection.

Certificate	VIN	Make	Model	Year	Started	Completed	Type	Status	Facility	Technician	Action
	3GYFK12269G000001	Cadillac	Escalade	2009	30 Jan 2014		Salvage	Received	10000	A0001	Open

16. After clicking 'Open', enter the Mechanical Technician Number, and click 'Next'.

Technician Information

Mechanical Technician Number *

17. Facilities only doing the mechanical part, only the mechanical part of the Record of Inspection will be displayed. Complete the Record of Inspection and click 'Return'.

Commercial Heavy Vehicle Salvage Record of Inspection, Truck

Measurements: Metric Imperial **Tire Pressure:** psi kpa

Axle Information

Number of axles:
2 axles

LEFT	FRONT	RIGHT
----- Axle 1 -----		
<input type="text"/> psi	<input type="text"/> mm	<input type="text"/> mm <input type="text"/> psi
<input type="text"/> mm	<input type="text"/> mm	<input type="text"/> mm <input type="text"/> mm
	<input type="text"/> mm	Push Rod Travel <input type="text"/> mm
	<input type="text"/>	Cam Rotation <input type="text"/>
----- Axle 2 -----		
<input type="text"/> psi	<input type="text"/> psi	<input type="text"/> mm <input type="text"/> psi
<input type="text"/> mm	<input type="text"/> mm	<input type="text"/> mm <input type="text"/> mm
	<input type="text"/> mm	Push Rod Travel <input type="text"/> mm
	<input type="text"/>	Cam Rotation <input type="text"/>

Park Brake Lining Left mm Right mm Trans mm

Wheel Torque Checked Inner ft lbs Outer ft lbs

Section 1 - Power Train

	P	E	NA		P	E	NA
1.1 Accelerator Pedal	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	1.5 Clutch	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
1.2 Fuel System	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	1.6 Engine/Transmission Mount	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
1.3 Exhaust System	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	1.7 Engine Shut Down	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

NOTE – Clicking the "Return" button will send the inspection to the Structural Facilities 'Search' screen.

18. The Structural facility will now have the inspection show up on their 'Search' page. The Status will be 'Received' and clicking 'Open' will continue the inspection.

3GYFK12269G000001	Cadillac	Escalade	2009	30 Jan 2014	Salvage	Received	10000	A0001	Open
-------------------	----------	----------	------	-------------	---------	----------	-------	-------	----------------------

19. The structural facility will double check their record of inspection and click 'Next'

Commercial Heavy Vehicle Salvage Record of Inspection, Truck <<

Measurements: Metric Imperial
 Tire Pressure: psi kpa

Section 12 - Structural Integrity <<

	P	E	NA		P	E	NA
12.1 Documentation	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	12.5 Frame	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
12.2 Vehicle Identification Number	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	12.6 Roof	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
12.3 Body - General	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	12.7 Pillars	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
12.4 Structural Dimensions - ***Must be attached***	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	12.8 Floor	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>

Notes

Date Inspection Performed:

PASSED **FAILED**

[Back](#)
 [Save](#)
 [View/Print](#)
 [Next](#)

20. The structural facility will enter the decal number given to them from the mechanical facility. Click 'Confirm and Save' to generate the certificates and record of inspection

Please enter the Commercial Decal number that was assigned to this vehicle by the Mechanical Inspection facility.

Decal number CV*

[Confirm & Save](#)

[Home](#)

[View/Print Salvage Certificate](#)
 [View/Print Commercial Certificate](#)
 [View/Print Record Of Inspection](#)

How to Enter a Commercial Vehicle inspection

1. Click the “Start” button:



Start
new vehicle inspection

2. Make sure the correct facility name and number are shown at the top of the screen. Select “Out of Province” from the ‘Inspection Type’ drop down menu:

Facility Information

Facility * Alberta Transportation

Inspection Type * ?

Vehicle Type * ?

OUT OF PROVINCE

SALVAGE

COMMERCIAL

3. Select the type of vehicle being inspected from the ‘Vehicle Type’ drop down menu. **NOTE** - Vehicle type definitions can be found in the Facility Operating Manual or the Automotive & Light Truck Vehicle Inspection Manual:

Inspection Type * ? COMMERCIAL

Vehicle Type * ?

COMMERCIAL BUS

LIGHT TRUCK

MOTOR COACH

SCHOOL BUS

TRUCK

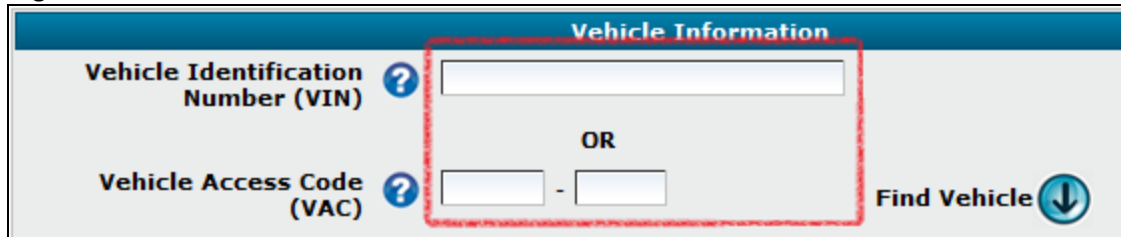
TRAILER

4. Enter the number of the technician completing the inspection. **NOTE** – Technician numbers start with an “A” or “B” and can be found on the technician’s blue wallet card:

Technician Information

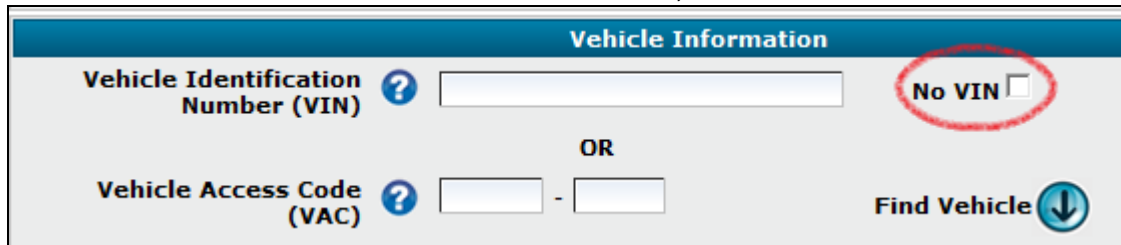
Technician Number * ? A0001

5. Enter either the VIN (Vehicle Identification Number) or the VAC (Vehicle Access Code). The VIN can be found on the VIN plate located on the lower left hand corner of the dash (visible through the windshield) or on the door decal. The VAC can be found on the registration documents for the vehicle. **NOTE** - Do not rely on the accuracy of registration documents. Always verify that the VIN on the vehicle is the same as the VIN on the registration:



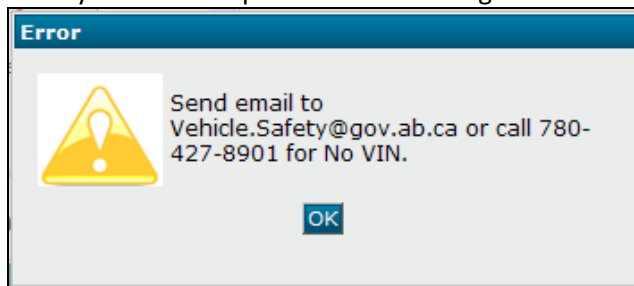
The screenshot shows the 'Vehicle Information' form. It has two input fields: 'Vehicle Identification Number (VIN)' and 'Vehicle Access Code (VAC)'. The 'OR' text is centered between them. A red dashed box highlights both input fields. To the right of the VAC field is a 'Find Vehicle' button with a downward arrow icon.

NOTE – If the vehicle is a trailer and does not have a VIN, check the “No Vin” box:



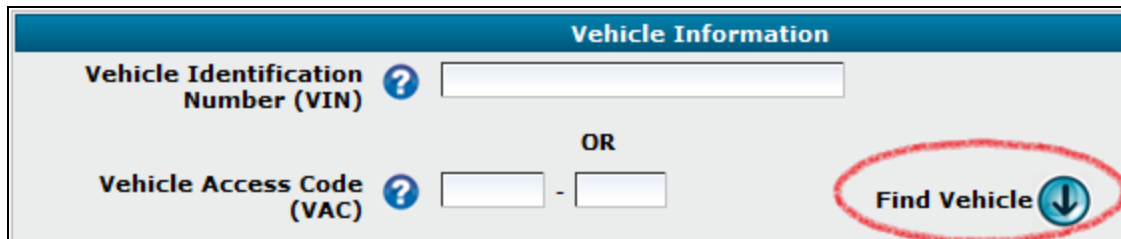
The screenshot shows the 'Vehicle Information' form. It has two input fields: 'Vehicle Identification Number (VIN)' and 'Vehicle Access Code (VAC)'. The 'OR' text is centered between them. A red dashed circle highlights the 'No VIN' checkbox located to the right of the VIN field. To the right of the VAC field is a 'Find Vehicle' button with a downward arrow icon.

Once you have completed the remaining information and click “Next” you will see the following pop-up:



You need to contact Vehicle Safety prior to continuing the inspection. Vehicle Safety staff will review the vehicle history and inform you if an assigned VIN is required.

6. Click the “Find Vehicle” icon:




The screenshot shows the 'Vehicle Information' form. It has two input fields: 'Vehicle Identification Number (VIN)' and 'Vehicle Access Code (VAC)'. The 'OR' text is centered between them. A red dashed circle highlights the 'Find Vehicle' button with a downward arrow icon, located to the right of the VAC field.


Vehicle information should appear. **NOTE** – This information is taken from the Motor Vehicle Database. If the information is incorrect, re-check the VIN or VAC. If it is still incorrect, have the customer visit the nearest Registry Office.

Vehicle Information	
Vehicle Identification Number (VIN) ?	1HSHXAHRX5J048993
OR	
Vehicle Access Code (VAC) ?	00035 - 3615
Vehicle Status *	active
Make *	International
Model *	8000 Series
Year *	2005
Plate *	RJK503 <input type="checkbox"/> No Plate

If the Motor Vehicle Database is unavailable the inspection can continue, but the following message will appear:

Error	
	Vehicle Identification Number search facility is not available right now.
<input type="button" value="RETRY"/>	<input type="button" value="ENTER MANUALLY"/>

If a VIN or VAC cannot be found, the following message will appear:

Error	
	The VIN you entered could not be found. Check the VIN you entered and try again.
	Note - Some vehicles cannot be found on Alberta Vehicle database and will need to be entered manually. Example: Commercial vehicles from outside Canada or another province, or vehicles that have not been registered.
<input type="button" value="RETRY"/>	<input type="button" value="ENTER MANUALLY"/>

Click the "Retry" button to try entering the VIN or VAC again. Clicking "Enter Manually" will display blank fields and the information will have to be entered before continuing with the inspection.

7. Select the brake type from the drop down menu:

Brake Type *
Odometer *
Province/State *

Hydraulic
Electric
Air
None

8. Enter the odometer reading:

Brake Type * Hydraulic
Odometer * 123456 - KM

9. Select the Province or State the vehicle is currently registered in (or where it is coming from):

Province/State *
Owner * ?
First Name *

ALBERTA
BRITISH COLUMBIA
MANITOBA
NEW BRUNSWICK
NEWFOUNDLAND AND LABRADOR
NORTHWEST TERRITORIES

10. Enter the owner information as it appears on the registration or if the vehicle is not registered, enter the name of the person presenting the vehicle for inspection. NOTE – if the vehicle is dealer inventory, enter the name of the dealership:

Vehicle Owner Information

Owner * ? Personal Business

First Name * First Name
Last Name * Last Name
Address * Address
City * City
Province/State * AB
Postal/Zip Code * T6B2X3
Phone Number * 780 - 400 - 1000

11. Click "Next" to continue:



12. Select the measurement type you would like to use. **NOTE** – The measurement type selected will apply to the entire Record of Inspection.

Facility: **Alberta Transportation 10000**
 Technician: **Keith Bennett A0001**

VIN:	1HSHXAHRX5J048993	Make:	International	Model:	8000 Series	Year:	2005
-------------	--------------------------	--------------	----------------------	---------------	--------------------	--------------	-------------

Commercial Vehicle Record of Inspection, Truck and Truck-Tractor

Measurements: Metric Imperial **Tire Pressure:** psi kpa

13. Select the number of axles required. **NOTE** – For vehicles with more than 5 axles, record the additional measurements in the “Notes” section.

Axle Information

Number of axles:

LEFT

RIGHT

2 axles
 1 axle
 2 axles
 3 axles
 4 axles
 5 axles
 Linings

psi mm mm mm mm psi mm mm

mm mm Push Rod Travel mm

Cam Rotation

14. Complete each section of the Record of Inspection by selecting either “P” for pass, “F” for failed, or “NA” for not applicable. **NOTE** – Clicking on the “P”, “F” or “NA” link at the top of each section will mark all the radio buttons for that section:

Section 1 - Power Train

P F NA **P F NA**

1.1 Accelerator Pedal	<input checked="" type="radio"/> <input type="radio"/> <input type="radio"/>	1.5 Clutch	<input checked="" type="radio"/> <input type="radio"/> <input type="radio"/>
1.2 Fuel System	<input checked="" type="radio"/> <input type="radio"/> <input type="radio"/>	1.6 Engine/Transmission Mount	<input checked="" type="radio"/> <input type="radio"/> <input type="radio"/>
1.3 Exhaust System	<input checked="" type="radio"/> <input type="radio"/> <input type="radio"/>	1.7 Engine Shut Down	<input checked="" type="radio"/> <input type="radio"/> <input type="radio"/>
1.4 Drive Shaft	<input checked="" type="radio"/> <input type="radio"/> <input type="radio"/>	1.8 Neutral Safety Switch & Shift Pattern	<input type="radio"/> <input type="radio"/> <input checked="" type="radio"/>

Notes

15. Indicate if the vehicle “Passed” or “Failed” the inspection by clicking the radio buttons at the bottom of the screen:

Section 10 - Couplers and Hitches			
	P	F	NA
10.1 Trailer Hitch	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
10.2 No Slack Hitch	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
10.3 Fifth Wheel Coupler	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
10.4 Oscillation Fifth Wheel	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
10.5 Permanently Attached Equipment	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>

Notes

Date Inspection Performed: Tue 10/22/2013

PASSED FAILED

16. Click the “Next” button.



17. Enter the decal number that is being used for the inspection:

Facility: Alberta Transportation 10000
Technician: Keith Bennett A0001

VIN: 1HSHXAHRX5J048993	Make: International	Model: 8000 Series	Year: 2005
------------------------	---------------------	--------------------	------------

Inspection: PASSED

Decal number CV*

18. Click the “Confirm & Save” Button. **NOTE** – Clicking this button will create the inspection certificate with the inspection date.

Facility: Alberta Transportation 10000
Technician: Keith Bennett A0001

VIN: 1HSHXAHRX5J048993	Make: International	Model: 8000 Series	Year: 2005
------------------------	---------------------	--------------------	------------

Inspection: PASSED

Decal number CV*

19. Click the “View/Print Certificate” button. Print 3 copies of the inspection certificate: one is for the vehicle owner to keep, one is for the vehicle owner to give to Registries, and one is for the facility to keep. **The technician must sign all 3 copies.**

Inspection: **PASSED**

Inspection Completed: **22 Oct 2013**

Inspection Expires: **31 Oct 2014**


[Home](#)


[View/Print Certificate](#)



[View/Print Record Of Inspection](#)


20. Click the “View/Print Record of Inspection” button. Print 2 copies of the record of inspection: one for the vehicle owner and one for the facility to keep. **The technician and the customer must sign both copies.**

Inspection: **PASSED**

Inspection Completed: **22 Oct 2013**

Inspection Expires: **31 Oct 2014**


[Home](#)


[View/Print Certificate](#)


[View/Print Record Of Inspection](#)

DECALS

Decal Replacement

1. Click the Search button:



Search
for existing inspection

2. Click the “Decal Replacement” tab at the top of the screen:

Alberta Government eFacility Search

Select Inspection **Decal Replacement**

VIN

VAC -

Plate

3. Enter the number of the decal being replaced or the VIN of the vehicle:

Select Inspection **Decal Replacement**

Note: this screen is for decal replacement only. This cannot be used inspection date will remain the same as

Previous Certificate Number CV

OR


VIN

4. Click the “Search” link:

Previous Certificate Number CV

OR


VIN

Search  [Reset](#)

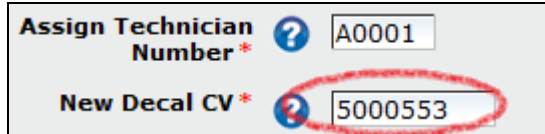
5. The vehicle information will populate automatically. Compare this information to the vehicle that is being presented for the decal replacement.

6. Enter the technician number of the technician replacing the decal:

Facility*

Assign Technician Number* 

7. Enter the decal number that is being used as the replacement:



8. Click the “Confirm & Save” button:



9. Click the “View/Print (New) Certificate” link:



Decal Management

Frequently Asked Questions

1. **What do I do with a decal that has been damaged or was punched wrong?**

Send an email to Trans.eFacility@gov.ab.ca and write “CANCEL DECAL” in the subject line. In the email, include the number of the decal that was damaged. After the email has been sent, the decal can be destroyed

2. **What do I do if I cannot find a decal or book of decals?**

Send an email to Trans.eFacility@gov.ab.ca and write “MISSING DECAL” in the subject line. In the email, include the number(s) of the decal(s) that are missing.

3. **I put the decal on the wrong vehicle. What do I do?**

Send an email to Trans.eFacility@gov.ab.ca or call 780-427-8901, toll free within Alberta by first dialing 310-0000. Explain the error and a Records Analyst will let you know how it can be corrected.

4. **I’m running low on decals. How do I order more?**

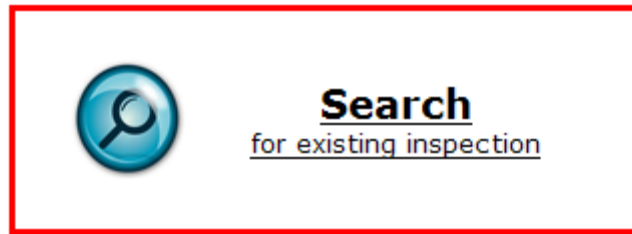
Contact Transtrue at info@transtrue.com or 780-450-3400, toll free at 1-866-756-3400. They will send you an order form for more decals. Payment is required at the time of ordering. Completed order forms can be emailed to info@transtrue.com or faxed to 1-866-490-5202.

5. **Can I replace a decal originally issued using a carbon copy inspection certificate?**

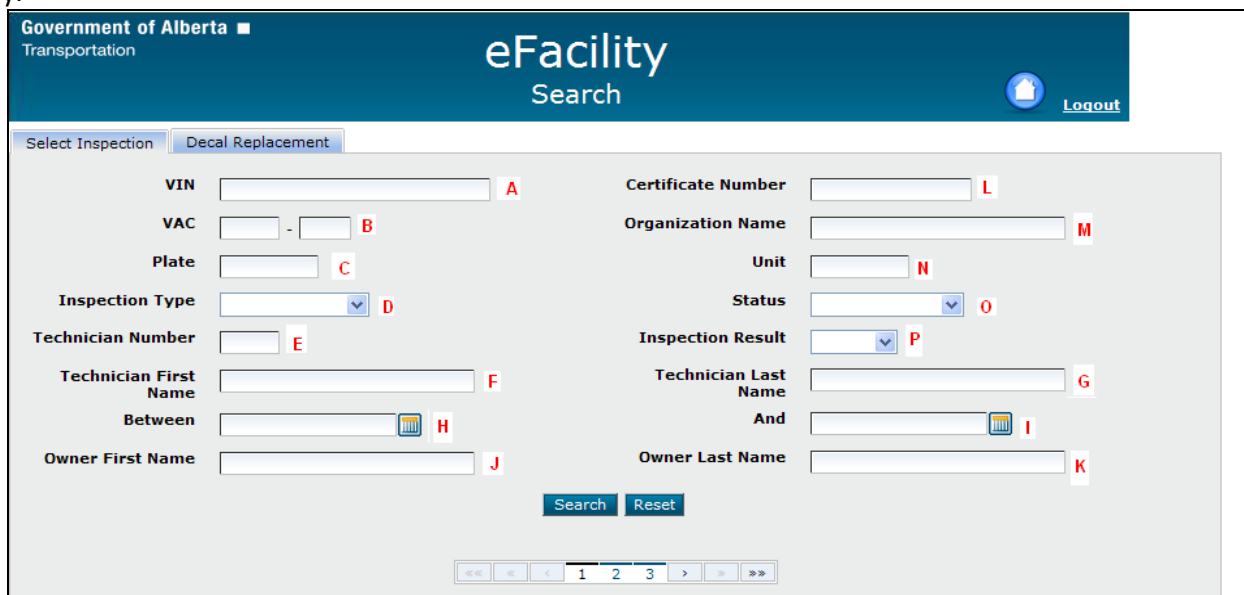
Yes. Refer to the “Decal Replacement” procedure. If the decal number you enter cannot be found, contact a Records Analyst at 780-427-8901, toll free within Alberta by first dialing 310-0000.

How to Search a Vehicle Inspection

1. Click the Search button.

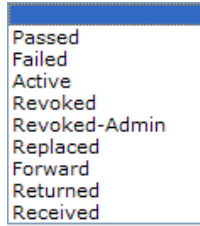


2. Enter the criteria for which you would like to search. Use more than one field to narrow the possibilities of your query.

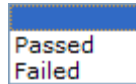
A screenshot of the eFacility Search interface. The header includes "Government of Alberta Transportation" and "eFacility Search" with a "Logout" button. Below the header, there are two tabs: "Select Inspection" and "Decal Replacement". The main search area contains several fields with red letter labels: VIN (A), VAC (B), Plate (C), Inspection Type (D), Technician Number (E), Technician First Name (F), Technician Last Name (G), Owner First Name (J), Certificate Number (L), Organization Name (M), Unit (N), Status (O), Inspection Result (P), and Owner Last Name (K). There are also date pickers for "Between" (H) and "And" (I). At the bottom, there are "Search" and "Reset" buttons, and a pagination control showing "1 2 3".

- a. Enter the VIN (Vehicle Identification number). The VIN can be found on the VIN plate located on the lower left hand corner of the dash (visible through the windshield) or on the door decal.
- b. Enter the VAC (Vehicle Access Code). VAC can be found on the registration documents for the vehicle or the Vehicle Request for Inspection.
- c. Enter the Plate of the vehicle.
- d. Enter the type of inspection for which you would like to search (Commercial, Out of Province, or Salvage).
- e. Enter the number of the inspection technician who completed the inspection and issued the certificates. This number can be located on the technician blue wallet license issued by Alberta transportation. The technician must be licensed for the vehicle and program types being performed during this inspection.
- f. Enter the technician's first name. You may obtain results for more than one vehicle using this method.
- g. Enter the technician's last name. You may obtain results for more than one vehicle using this method.
- h. Enter the first date in the period for which you would like to view. This field must be used with the last date search criteria.
- i. Enter the last date in the period for which you would like to view. This field must be used with the first date search criteria.
- j. Enter the owner's first name which appears on the certificate. You may obtain results for more than one vehicle using this method.

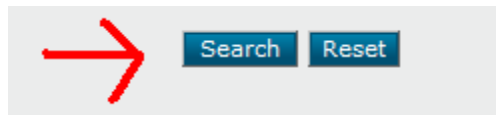
- k. Enter the owner's last name. You may obtain results for more than one vehicle using this method.
- l. Enter the certificate number you would like to search. If you do not choose an inspection type you may receive results for all programs that you are licensed for.
- m. Enter the organization's name at the time of inspection.
- n. Enter the unit number for the vehicle. You may obtain results for more than one vehicle using this method.
- o. Choose the vehicle status. You may obtain results for more than one vehicle using this method.



- p. Choose whether the vehicle has Passed or Failed. You may obtain results for more than one vehicle using this method.



- 3. Click the Search button.



- 4. The certificates relating to the search criteria entered will appear. Choose the certificate that is required and use the action field to open the certificate by clicking open.

Certificate	VIN	Make	Model	Year	Started	Completed	Type	Status	Technician	Action
5000036	5KKHABCK24PM9497	wstr	n/a	2004	4 Apr 2012	4 Apr 2012	Commercial	Passed	A0001	Open
5000035	5KKHABCK24PM94978	wstr	n/a	2004	4 Apr 2012	4 Apr 2012	Commercial	Passed	A0021	Open
5000034	5KKHABCK24PM94978	wstr	n/a	2004	4 Apr 2012	4 Apr 2012	Commercial	Passed	A0009	Open
5000033	5PYAT172681007469	frehaus	s20	1998	4 Apr 2012	4 Apr 2012	Commercial	Passed	A0001	Open
5000032	5PYAT172681007469	Western	conv	1998	29 Mar 2012	29 Mar 2012	Commercial	Passed	A0001	Open
5000022	5PYAT172681007469	Fruehauf	s20	2008	28 Mar 2012	28 Mar 2012	Commercial	Passed	A0001	Open
5000030	ROBTSTVEH0000200	Ford	Mustang	2000	15 Mar 2012	15 Mar 2012	Commercial	Replaced	A0001	Open

- 5. The certificate will open. At this point, the option to Print/View the Inspection or Record of inspection is available.

Government of Alberta
Transportation

eFacility

Finalize Inspection Logout

Facility: Gerl's Service Station 10002
Technician: Keith Bennett A0001

VIN:	5KKHABCK24PM9497	Make:	wstr	Model:	n/a	Year:	2004
------	-------------------------	-------	-------------	--------	------------	-------	-------------

Inspection **PASSED**

Inspection Completed: **4 Apr 2012**

Inspection Expires: **30 Apr 2013**

[View/Print Certificate](#)
[View/Print Record Of Inspection](#)

There is no History records for this inspection.

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HELPFUL TIPS

Now that your facility has joined eFacility you will no longer be able to issue carbon copy certificates. eFacility is meant to be a user friendly system, so at anytime you have a question or concern please feel free to contact Alberta Transportation via email at Vehicle.Safety@gov.ab.ca, by calling toll free 310 0000 or 780 427 8901. Alberta Transportation suggests that each technician working in your facility have an assigned ID and password. User IDs and password can be deactivated if the technician does decide that they no longer want to be part of the program or if they change facilities. Each user ID must be maintained by the facility. If a technician leaves a facility, the facility contact must inform Alberta Transportation immediately. User IDs must be at least a minimum of 6 characters long. IDs must be in the format of Firstname. Last name. FacilityNumber. Alberta Transportation suggests that you save the link to the website in your Favorites menu in your Internet Explorer or as a link on your desk top.

Dates cannot be changed on inspections as the date is automatically populated. If an out of province or salvage vehicle inspection is completed but the client is not coming in to pick up the vehicle for a couple of days Save the record of inspection but do not **confirm & save**. You can retrieve and inspection that has been saved by using the search functions on the main login page. Commercial inspections are valid until the end of the month of issue.

Use the Help and support guide on the main page after logging in. As well, consult your technician and facility operating manuals. These will be the best methods for obtaining information. Alberta Transportation's help desk hours are Monday through Friday from 8:15am through 4:30pm, closed on all statutory holidays. Phone 780 427 8901.

Commercial facilities will have to actively monitor their decal inventory. Decals can be ordered from Transtrue vehicle safety at 1 866 756 3400. These may take awhile to be sent to your facility.

FREQUENTLY ASKED QUESTIONS

Should each one of the technicians working in my facility have different login IDs?

Yes. Alberta Transportation suggests that each technician working in your facility have an assigned ID and password. User IDs and password can be deactivated, if the technician does decided that they no longer want to be part of the program or if they change facilities. Each user id must be maintained by the facility. If a technician does leave, the facility contact must inform Alberta transportation immediately. See how to request new User IDs in this guide.

Can I change the date on an inspection?

No. Dates cannot be changed on inspections as the date is automatically populated. If an out of province or salvage vehicle inspection is completed but the client is not coming in to pick up the vehicle for a couple of days **Save** the Record of Inspection but do not **confirm & save**. You can retrieve and inspection that has been saved by using the search functions on the main login page. Commercial inspections are valid until the end of the month of issue.

What Should I do if I have issued an out of province or a salvage certificate issued and the client has not picked up the vehicle?

Call the vehicle owner and notify them that the inspection certificate will expire in 14 days from the date of inspection. They do not need to register the vehicle but they will need to bring the certificate in to a registry office to have the vehicle status updated. After the 14 day, expiry a new inspection will have to be completed before the status can be changed.

I'm getting an error message that I do not understand?

Use the Help and Support Guide on the main page after logging in. Alberta Transportation's help desk hours are Monday through Friday from 8:15am through 4:30pm, closed on all statutory holidays. Phone 780 427 8901.

I forgot my password?

On the log in screen enter your user name and click on the "I forgot my password" link. An email requesting the confirmation to reset your password will be sent to your email. Alberta Transportation's help desk hours are Monday through Friday from 8:15am through 4:30pm, closed on all statutory holidays. Phone 780 427 8901.

I'm running out of commercial decals, how do I get more?

Decals can be ordered from Transtrue Vehicle Safety at 1 866 756 3400.

Error Messages

Error Message	What Do I do?
This is a mandatory field.	This is a required field. A value must be entered
This field must be a number.	This field must be number.
Facility was not found.	Recheck the facility number that was entered. The number can be found on the facility license issued by Alberta Transportation.
Facility license has expired.	Contact Transtrue Vehicle Safety at 1-866-756-3400 to book an audit.
Facility license will expire on {xxxx/xx/xx}.	Contact Transtrue Vehicle Safety at 1-866-756-3400 to book an audit.
Facility license is SUSPENDED.	Contact Vehicle Safety Investigations at VehicleSafetyInvestigations@gov.ab.ca or 780-427-7873.
Facility license has been CANCELLED.	Contact Vehicle Safety at Vehicle.Safety@gov.ab.ca or 780-427-8901
Facility license has WITHDRAWN from Vehicle Inspection Program.	Contact Vehicle Safety at Vehicle.safety@gov.ab.ca or 780-427-8901
Facility license has been CLOSED.	Contact Transtrue Vehicle Safety at 1-866-756-3400 to book an audit.
Facility is not licensed to perform inspection on {xxxx/xx/xx}.	Contact Vehicle Safety at Vehicle.safety@gov.ab.ca or 780-427-8901.
Facility is not licensed to do mechanical inspections.	Contact Vehicle Safety at Vehicle.safety@gov.ab.ca or 780-427-8901.
Please enter Facility Name.	Facility name appears on the license issued by Alberta Transportation
Please enter Facility Number.	Facility number appears on the license issued by Alberta Transportation
Mechanical facility license has expired.	Contact Transtrue Vehicle Safety at 1-866-756-3400 to book an audit.
Mechanical facility license is SUSPENDED.	Contact Vehicle Safety Investigations at Vehicle.safety@gov.ab.ca or 780-427-7873.
Mechanical facility license has been CANCELLED.	Contact Vehicle Safety at Vehicle.safety@gov.ab.ca or 780-427-8901.
Mechanical facility license has WITHDRAWN from Vehicle Inspection Program.	Contact Vehicle Safety at Vehicle.safety@gov.ab.ca or 780-427-8901.
Mechanical facility license has been CLOSED.	Contact Transtrue Vehicle Safety at 1-866-756-3400 to book an audit.
Mechanical facility is not licensed to perform inspection on {0}.	Contact Transtrue Vehicle Safety at 1-866-756-3400 to book an audit.
Please enter Mechanical Facility number.	Enter the facility name that appears on the license issued by Alberta Transportation.
Technician number was not found.	Technician number can be found on the blue wallet license issued by Alberta Transportation
Technician license has expired.	Visit http://www.transportation.alberta.ca/VIPLicensing to obtain a renewal application.

Error Message	What Do I do?
Technician license will expire on {xxxx/xx/xx}.	Visit www.transportation.alberta.ca/viplicensing to obtain a renewal application.
Technician license is SUSPENDED.	Contact Vehicle Safety Investigation at VehicleSafetyInvestigations@gov.ab.ca or 780-427-7823.
Technician license is CANCELLED.	Contact Vehicle Safety at Vehicle.safety@gov.ab.ca or 780-427-8901.
Technician has WITHDRAWN from Vehicle Inspection Program.	Contact Vehicle Safety at Vehicle.safety@gov.ab.ca or 780-427-8901.
Technician license has been CLOSED.	Contact Vehicle Safety at Vehicle.safety@gov.ab.ca or 780-427-8901.
Technician cannot complete this type of inspection.	See the technician's blue wallet card for a list of available program types.
Technician cannot complete an inspection for this vehicle type.	See the technician's blue wallet card for a list of available vehicle types.
Technician number cannot be less than 5 characters.	Technician number can be found on the blue wallet license issued by Alberta Transportation
Please enter Technician Number.	Technician number can be found on the blue wallet license issued by Alberta transportation
Technician cannot inspect this brake type.	Please consult the inspection manual for the inspection type being preformed
Vehicle must have brakes.	Only trailers may be entered with no brake type
You are not registered as a user in GOA LDAP directory or your password wrong.	Contact Vehicle Safety at Vehicle.safety@gov.ab.ca or 780-427-8901.
You do not have eFacility Internal Access user role.	Contact Vehicle Safety at Vehicle.safety@gov.ab.ca or 780-427-8901.
Currently Facility and Technician Information System is down, so you may have to enter some of Facility and Technician details manually and these details will be verified once system will be up.	
You are not registered as an internal user.	Please log in to https://www.trans.gov.ab.ca/TravisWebLogin/redirect.htm
Decal has been reported to Alberta Transportation as missing.	Please enter another decal number or contact the Records Analyst at 780-422-9135.
Please enter Number only.	Can not contain any letters.
Decal is not found.	Recheck the decal number entered. Contact Vehicle Safety at Vehicle.safety@gov.ab.ca or 780-427-8901 to verify that these decals have been issued to your facility
Decal not assigned to facility.	Recheck the decal number entered. Contact Vehicle Safety at Vehicle.safety@gov.ab.ca or 780-427-8901 to verify that these decals have been issued to your facility
Decal number has been already issued.	This decal has been issued to another vehicle. Recheck the decal number entered. Contact Vehicle Safety at Vehicle.safety@gov.ab.ca or 780-427-8901
Decal number has been cancelled.	Recheck the decal number entered. Contact Vehicle Safety

Error Message	What Do I do?
	at Vehicle.safety@gov.ab.ca or 780-427-8901
Decal has been revoked by Alberta Transportation.	Contact Vehicle Safety Investigation at VehicleSafetyInvestigations@gov.ab.ca or 780-427-7823.
Decal has already been used	Consult the user guide for how to search for an inspection.
Decal number has been already issued to another inspection.	Consult the user guide for how to search for an inspection.
Please select Inspection Type.	Choose the type of inspection being performed. Only programs the facility is licenses for will be permitted. (These can be found on the facility license posted.)
You cannot change this inspection.	Inspections cannot be changed after a certificate is issued. Contact Vehicle Safety at Vehicle.safety@gov.ab.ca or 780-427-8901
Please select PASSED or FAILED.	Choose either Passed or Failed
Please select either Trailer or Converter.	See Inspection manuals for definitions.
Please deselect all fails in each section or select FAILED.	Review the Record of Inspection. If the section has been failed, you will need to change the selection to a pass or select passed at the bottom of the Record of Inspection to continue on.
No vehicle inspection can be done because of current vehicle status.	Contact Vehicle Safety at Vehicle.safety@gov.ab.ca or 780-427-8901.
Due to current vehicle status, only a Salvage Vehicle Inspection can be completed. Facility is also licensed to perform a salvage inspection on {vehicle type}.	Check the request for inspection for the type of inspection required. If the vehicle owner does not have a request for inspection they will be required to obtain one from their local registry office.
Due to current vehicle status, only a Salvage Vehicle Inspection can be completed. Facility cannot perform a salvage inspection on {xxx\xx\xx}.	This information can be found on the facility license issued by Alberta Transportation.
Due to current vehicle status, only a Salvage Vehicle Inspection can be completed. Facility is not licensed to perform a salvage inspection.	Contact Vehicle Safety at Vehicle.safety@gov.ab.ca or 780-427-8901.
Please search the vehicle by using Find Vehicle button.	
Please enter Make.	This information can be found on the Vehicle registration document, on the request for inspection, or the manufacturer's label on the side of the driver side door
Please enter Model.	This information can be found on the Vehicle registration document, on the request for inspection, or the manufacturer's label on the side of the driver side door
Please enter Year.	This information can be found on the Vehicle registration document, on the request for inspection, or the manufacturer's label on the side of the driver side door
Please enter Brake Type.	Only trailers may be entered with no brake type
Please enter Odometer.	Enter the odometer reading from the odometer in the dash.
Please select KM/ML.	Enter either KM for kilometers or ML for miles
Please enter Jurisdiction.	Enter the province for which the vehicle is registered or plated
Please enter Unit.	Enter a unit number if available or N/A(not applicable)

Error Message	What Do I do?
Please enter GVW.	Enter a GVW(Gross Vehicle Weight) number if available or N/A(not applicable)
Please select GVW Metric.	Select KM or MI
Please enter either the GVW or Seating Capacity.	Enter a GVW(Gross Vehicle Weight)or a seating capacity which can be found on the registration documents or the manufacturer's label on the inside of the driver side door
VIN should be empty for 'No VIN'.	No VIN should be entered
Only for Commercial Trailer Inspection, No VIN is available.	Click the NO VIN check box. Send email to Vehicle.safety@gov.ab.ca or call 780-427-8901
All fields cannot be blank. Please enter either the VIN or VAC, or select No VIN.	The VIN can be found on the VIN plate located on the lower left hand corner of the dash (visible through the windshield) or on the door decal. The VAC can be found on the registration documents for the vehicle.
Both fields cannot be blank. Please enter either the VIN or VAC.	The VIN can be found on the VIN plate located on the lower left hand corner of the dash (visible through the windshield) or on the door decal. The VAC can be found on the registration documents for the vehicle.
Please enter only maximum 17 characters for VIN.	Can be found on the VIN plate located on the lower left hand corner of the dash (visible through the windshield) or on the door decal.
Please select brake Hydraulic/Electric or Air.	Only trailers maybe entered with no brake type
The vehicle you entered could not be found. Please check the numbers you entered and try again, or search by VIN.	The VIN can be found on the VIN plate located on the lower left hand corner of the dash (visible through the windshield) or on the door decal. The VAC can be found on the registration documents for the vehicle. If the vehicle cannot be found, It will be required input all the vehicle information manually. This will also happen for vehicles which are not registered in the province of Alberta.
The vehicle you entered could not be found. Please check the numbers you entered and try again.	The VIN can be found on the VIN plate located on the lower left hand corner of the dash (visible through the windshield) or on the door decal. The VAC can be found on the registration documents for the vehicle. If the vehicle cannot be found, It will be required input all the vehicle information manually. This will also happen for vehicles which are not registered in the province of Alberta.
Vehicle Identification Number search facility is not available right now.	If the vehicle could not be found. It will be required to put all the vehicle information in. This will also happen for vehicles which are not registered in the province of Alberta.
There is existing Inspection for this Vehicle. Do you want to start a new or use an existing one?	Inspections can be saved and continue on later dates. You can choose to continue and inspection but only a technician who has started the inspection can continue and finalize an inspection.
Current facility cannot perform {program type}	Contact Vehicle Safety at Vehicle.safety@gov.ab.ca or 780-

Error Message	What Do I do?
Inspection.	427-8901.
Facility is not licensed to perform SALVAGE inspection on {vehicle type}.	Contact Vehicle Safety at Vehicle.safety@gov.ab.ca or 780-427-8901.
Please select Owner Type.	Choose either business or personal
Please enter Organization Name.	Enter the owner information as it appears on the registration or if the vehicle is not registered, enter the name of the person presenting the vehicle for inspection (**NOTE: if the vehicle is dealer inventory enter the name of the dealership).
Please enter First Name.	Enter the owner information as it appears on the registration or if the vehicle is not registered, enter the name of the person presenting the vehicle for inspection
Please enter Last Name.	Enter the owner information as it appears on the registration or if the vehicle is not registered, enter the name of the person presenting the vehicle for inspection
Please select correct value for Owner Type.	Choose either a business or personal
Please enter Address.	Enter the owner information as it appears on the registration or if the vehicle is not registered, enter the name of the person presenting the vehicle for inspection
Please enter City.	Please enter city of residence.
Please enter Province.	Please enter Province of residence.
Please enter Postal Code.	Please enter Postal Code.
Please enter Phone Number.	Please enter Phone Number.
Both fields cannot be blank. Please enter the Certificate Number or VIN.	When replacing a certificate you must enter a VIN (vehicle identification number) or the certificate number you would like to replace.
End Date should be equal or greater than the Start Date.	Review the date criteria in the search engine
You cannot re-Inspect Inspection.	

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