



GEORGIA DEPARTMENT OF REVENUE

▪ MOTOR VEHICLE DIVISION ▪

P.O. Box 740382, Atlanta, GA 30374-0381 ▪ Tel: 1-855-406-5221

Lynnette T. Riley, Commissioner ▪ Georgia Steele, Director

REPLACING CAB CARDS with Decal/Sticker

1. Login to the IRP application from the Georgia Trucking Portal at www.cvisn.dor.ga.gov
2. From the "Applications" tab, select "IRP." Then from the "Supplement" tab, select "Replace Cab Card."
3. Click "Proceed", click "Select" icon located to the left of fleet year requiring replacement Cab Card(s).
4. Vehicle Details Screen: click box to the left of all vehicles needing a Replacement Cab Card, then click "Proceed."
5. Click box under "Decal" for vehicle(s) which also need a replacement decal/sticker, click "proceed" then "done."
6. Billing Details Screen: review vehicle information and then click "Proceed" in order to calculate bill/invoice.
7. You may adjust "Invoice Report Type" if necessary, then click "Proceed" to receive invoice.
8. Pop-up of invoice will generate. Print & save for your records.
9. Once documents are saved, close invoice screen by clicking on "X" in upper right corner of screen.
10. Payment Details Screen: click "Proceed" to begin payment process.
11. Payment Verification Screen: click "Proceed" to make payment or "Add to Cart" to make payment later.
12. Payment/Cart Management: review and verify transaction and then click "Proceed" to continue.
13. Click either the "Credit Card" or "E-Check" button in order to choose preferred method of payment.
14. (A pop-up will appear, transferring to the "Official Payments" website which will open in a new window).
15. (Complete payment information on Official Payments website- and click "Continue" until completed.)
16. Close Official Payments window and click "Close" in IRP system in order to return to the payment screen.
17. Click "Proceed" to continue to Payment Summary page.
18. Click "Proceed" to apply Official Payments payment information to IRP system.
19. This will complete payment process & generate payment receipt and electronic apportioned Cab Card.
20. Hard copy of paper Cab Card with decal/sticker will ship via the United States Postal Service (USPS).



For more information, please visit the Georgia Trucking Portal at www.cvisn.dor.ga.gov/Home or scan the QR code.