TXIRP INSTRUCTIONS FOR THE COUNTY

PROCESSING CHANGES AT THE COUNTY

County Processing

There are no RTS screen changes for the county associated with the TxIRP process. The following is a generalized description of the new IRP process at county offices.

- The counties will no longer receive the apportioned registrant's check from the regional offices.
- Electronic Funds Transfer (EFT) participating counties will receive IRP money on a daily basis by EFT.
 - Fees will be deposited daily in a bank account identified by the county in lieu of a check(s) from the region.
 - Counties that do not use EFT will be sent a warrant for IRP monies from the state Comptroller's office on a daily basis.
- Counties will receive a new report, the County IRP Transmittal Invoice Report RTS.ITF.7472 each Thursday displaying fees collected the previous week.
- IRP fees collected by the regions will appear on each county's Monday Registration Report each Tuesday.

Contact the Systems Services Help Desk at 1-877-933-2020 for any questions regarding this process.