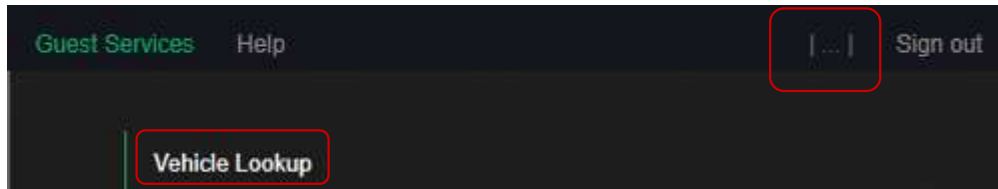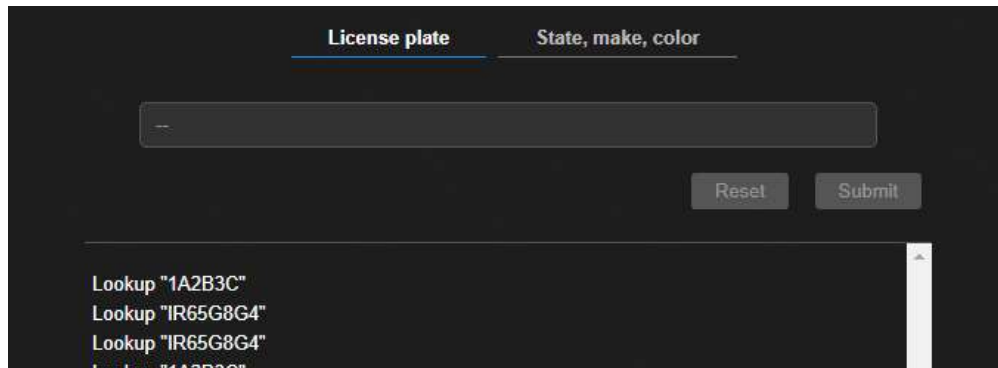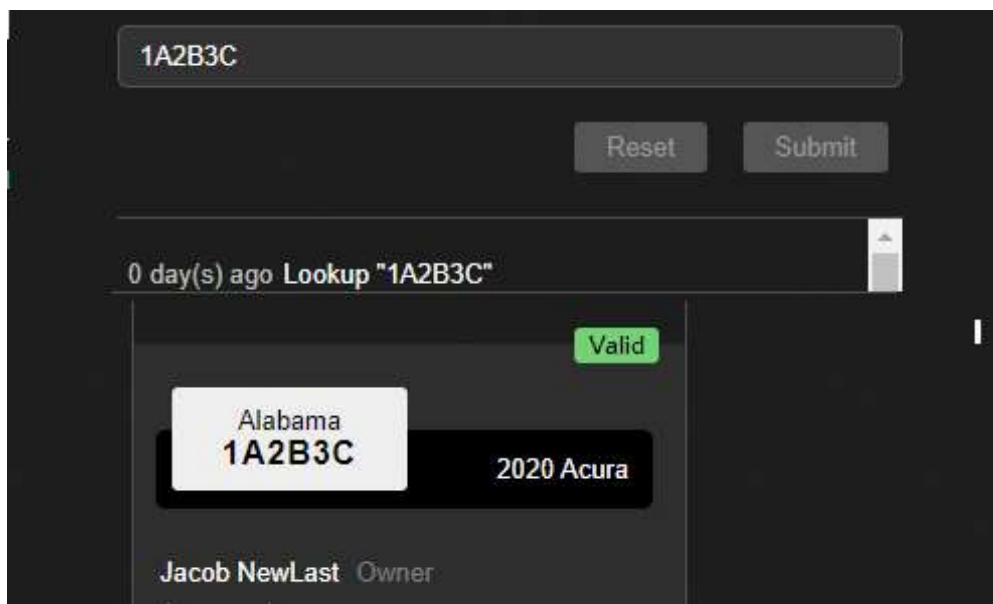When a security user logs in to validate vehicles, click the **|…|** symbol at the top of the screen to open the menu. Click **Vehicle Lookup**.
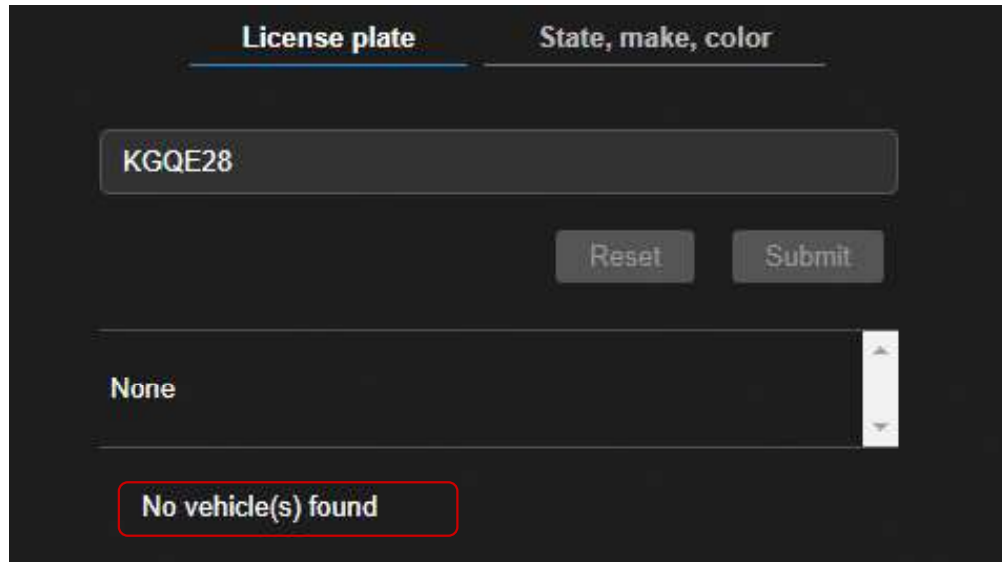

The Vehicle Validation screen will be displayed, along with a list of the last 150 license plates that were looked up in the system.

The default search is License plate. Enter a *license Plate Number* and click **Submit** to begin the vehicle search. Do not enter any spaces, dashes, or special characters. If the search is successful, the vehicle registration will be displayed with a green indicator showing it is Valid, along with an activity log of previous searches for that vehicle. A red indicator showing Invalid will display if the registration is not current.
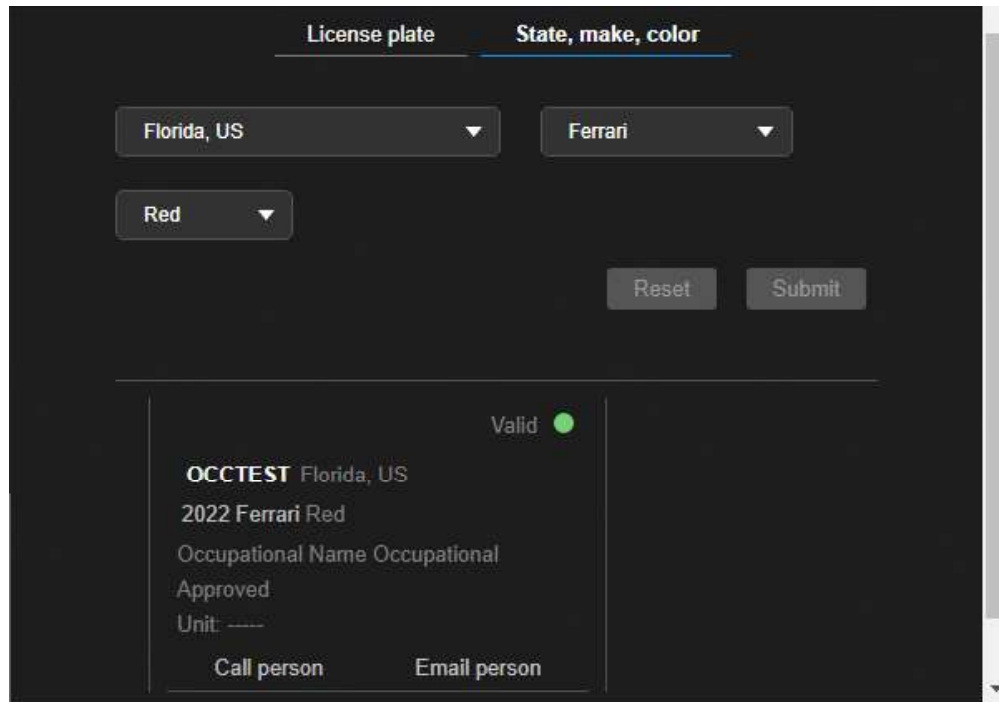
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If the license information entered is not tied to a registration, you will receive a message stating "*No vehicle(s) found*".

When a License plate search fails, we highly recommend clicking on the **State, make, color** tab to perform a secondary search. This should mitigate failures due to typos or incorrectly entered data. Select the **State**, **Make**, and **Color** for the vehicle and click **Submit**. If the search is successful, the vehicle registration will be displayed with a green indicator showing it is Valid.

Only if there is an issue with the vehicle that requires owner contact, click the **Call Person** or **Email person** link.

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