

Transponder Enrollment Checklists

Task:	Complete	Incomplete
Reviewed all forms sent by IRD		
Filled and Faxed credit application		
Signed and faxed service agreement		
Entered billing and shipping information into the registration form		
List of VIN, province of plate reg, and Plate numbers entered into registration form		
List of unit numbers entered into registration form (optional)		
Determined which vehicles are similar enough to be represented by a single picture		
Pictures taken		
Pictures renamed to match unit or licence plate number		
Picture name(s) entered into registration form		
Registration form emailed to transponder.admin@irdinc.com		
Pictures emailed to transponder.admin@irdinc.com		
IRD information received		
Confirmed receipt of credit application		
Confirmed receipt of signed service agreement		
Confirmed credit approval		
Confirmed shipment and / or tracking number		
Confirmed transponder activation		
After transponders have been received		
Reviewed the installation and FAQ's emailed or included in shipment		
Transponders installed		
First green light confirmed by a driver		
If you have any registration questions, please email me or call 1-866-903-0333		