



ROW & Utility Payment Validations

A TxDOTCONNECT Job Aid

Roles Impacted

ROW Project Manager
ROWAPS Consultant
ROW Payment Specialist

Last Revised

March 2023
R7.9.0.0



Introduction

Certain ROW and Utility payments require special validations prior to TxDOTCONNECT allowing users to submit and complete payments. This Job Aid outlines what validations are required for these types of payments and shows what errors will be displayed without the validation completed.

Payment Validations

Payment Task Description	Fields Required for Validation	Error Message Displayed
Deposit to Court for Eminent Domain Parcel	Special Commissioner's Hearing Date Special Commissioner's Award Amount Special Commissioner Award Date	
Special Commissioner for Hearing	Special Commissioner's Hearing Date Special Commissioner's Award Amount Special Commissioner Award Date	
Contract Review Appraiser	Review Appraiser Completion Date Appraiser Recommended	



Payment Task Description	Fields Required for Validation	Error Message Displayed
Land Acquisition	Initial Offer Amount Initial Offer Date	<div data-bbox="842 310 1474 569"> <p>Error x</p> <hr/> <p>Initial Offer Amount and Initial Offer Date are required to submit a Land Acquisition Payment. Update the Parcel and re-submit the Payment.</p> <hr/> <p style="text-align: right;">Close</p> </div>
Market Rental	Market Rental Incentive Amount	<div data-bbox="842 630 1474 888"> <p>Error x</p> <hr/> <p>Market Rental Incentive Amount is required to submit a Market Rental Payment. Update the Parcel and re-submit the Payment.</p> <hr/> <p style="text-align: right;">Close</p> </div>
Owner's Attorney	Owner's Attorney	<div data-bbox="842 945 1474 1203"> <p>Error x</p> <hr/> <p>Owner's Attorney is required to submit an Owner's Attorney Payment. Update the Parcel and re-submit the Payment.</p> <hr/> <p style="text-align: right;">Close</p> </div>
Direct Payment to Owner – No Title Company	Payment Memo to be Present (not a field)	<div data-bbox="842 1260 1474 1518"> <p>Error x</p> <hr/> <p>Payment Memo is required to submit a Direct Payment to Owner - No Title Company Payment.</p> <hr/> <p style="text-align: right;">Close</p> </div>
Title Company Work	Title Commitment / GF Number must be listed in at least one of the parcels on the task	<div data-bbox="842 1575 1474 1860"> <p>Error x</p> <hr/> <p>Title Commitment/GF Number or Title Policy Number are required to submit a Title Company Work Payment. Update the Parcel [P00073570] and re-submit the Payment.</p> <hr/> <p style="text-align: right;">Close</p> </div>