



Motor Vehicle Administration
6601 Ritchie Highway, N.E.
Glen Burnie, Maryland 21062

DR-057 (09-05)

Request for Motor Vehicle Administration Records

Certified Record: \$12.00
Non-Certified Record: \$9.00

Please complete all requested information as applicable.

Subject of Record:

☐ Vehicle record

Tag No.: _____

VIN: _____

Yr./Make/Model: _____

☐ Driver Record

Name: _____

DOB: _____

Soundex: _____

Address: _____

Type of Record:

☐ 3 year driving record

☐ *Complete driving record (all information in MVA data base).

☐ *PBJ driving record

*Available to: individual of record or individual's attorney; police or judicial system; authorized representative of any federal, state or local government; or authorized employer of CDL drivers.

☐ Application for driver's record/identification card.

☐ Title record.

☐ Certified copy of Maryland title for export of vehicle.

☐ Registration record.

☐ Other: _____

Please complete this section if record is to be mailed.
Please print or type information.

Full Name: _____

Street Address: _____

City: _____

State: _____

Zip Code: _____

Requestor Information:

Name: _____

Soundex No.: _____

Address (Home): _____

Telephone (Home): _____

Address (Work): _____

Telephone (Work): _____

Identification:

Type of Identification Accepted: _____

Soundex Number: _____

Other Number: _____

Verified By: _____

Status:

☐ Attorney (Please sign "Attorney Certification" if requesting complete driving record of your client)

"I certify that I am the attorney for the individual whose complete driving record or PBJ is being requested."

Attorney's Signature: _____

☐ Employer: _____

"I certify that I am an employer or potential employer of the individual for whom I am requesting/receiving a driving record, and that a valid commercial driver's license is required of the individual as a condition of employment."

Employer's Signature: _____

Printed Name: _____

Purpose of Request: _____

☐ Business Name: _____

☐ Law Enforcement/Government Agency

Name: _____

☐ Insurance Company

Name: _____

☐ Researcher: _____

☐ Own record: _____

☐ Other: Please specify: _____

My signature acknowledges, under penalty of criminal prosecution, that I will use information received from the Motor Vehicle Administration (MVA) solely for the purpose I describe on this application, and further agree that I will not release personal information obtained from MVA records except as permitted by §10-610, 10-616, and 10-626 of the State Government Article.

I understand and acknowledge that by requesting information from Motor Vehicle Administration Records I have read and agree to the terms of the MVA Privacy Protection Agreement on the reverse side of this form. I also acknowledge that I have read the Notice of Appeal Procedure also set forth on the reverse side.

Signature: _____ Printed name: _____

MVA Use Only:

☐ Certified

☐ Non-Certified

☐ Cash

☐ Check

☐ Credit Card

☐ Gratis

For more information, please call: **1-800-638-8347** (touch tone calls only), **1-800-950-1MVA (1682)** (to speak with a customer service representative),
From Out-of-State: **1-301-729-4550**, TTY for the hearing impaired: **1-800-492-4575**. Visit our website at: **www.marylandmva.com**

Part 1 - Office Copy

Part 2 - Accounting Copy

Part 3 - Customer Copy

MVA Privacy Protection Agreement

Use of information obtained through this Request is governed by Federal and State laws. It is the responsibility of the Requestor to insure that all use of information obtained through this Request complies with all applicable Federal and State laws.

By signing this "Request for Motor Vehicle Records", the Requestor certifies that the Requestor, (if applicable) Requestor's employer and employees:

1. Understand that federal laws affect access to and use of computer information including, but not limited to, 15 U.S.C.A. § 278g-3 (Computer Security Act of 1987); 23 U.S.C.A § 401 (National Driver Register Act); 5 U.S.C.A § 552 (Freedom of Information Act); 5 U.S.C.A. § 552a (Privacy Act of 1974); 18 U.S.C.A. § 1001 (Computer Fraud and Abuse Act of 1986); 17 U.S.C.A. § 109 (Computer Software Rental Amendments Act of 1990); 15 U.S.C.A. § 1681 (Fair Credit Reporting Act); and, 18 U.S.C.A. §§ 2721 et seq. (Driver's Privacy Protection Act of 1994).
2. Understand that the Maryland Department of Transportation Office of Transportation Technology Services, its client agencies and their customers also adhere to State data processing security policies as set forth in Executive Order 01.01.1983.18 (Privacy and State Data System Security); Md. Code Ann., Crim. Law §8-606 (falsification of public records) and §7-302 (unauthorized access); Md. Code. Ann., State Gov't §§ 10-611, 10-616 and 10-626 Secretary of the Department of Budget and Management from time to time under Md. Code Ann., State Fin. & Proc. § 3-403.
3. Agree to maintain in strictest confidence and not willfully disclose to any person, firm, or corporation information obtained as a result of their access to personal information from motor vehicle records.
4. Are familiar with all provisions of the federal Driver Privacy Protection Act of 1994, 18 U.S.C.A. §§ 2721 et seq., and with §§ 10-611, 10-616, 10-626 of the State Government Article and §§ 12-111 through 12-113 of the Transportation Article, Annotated Code of Maryland, which limit access to personal information from public records in Maryland. The Requestor in behalf of itself, its successors and assigns further agrees that all users will abide by the terms of both the federal and state law including, but not limited to, those restricting access to personal information from Motor Vehicle Administration records only to those persons and for those purposes which are permitted under both laws.
5. Agree to keep a record for five (5) years of persons to whom information is redisclosed under this Agreement, and the purpose for which the information is to be used; and, to make that record available to the Motor Vehicle Administration upon request.
6. Shall be liable for, and shall indemnify, defend and hold the Motor Vehicle Administration harmless for any misuse or misappropriation of any personal information in a record obtained from the Administration in connection with this Agreement, including, without limitation, reasonable attorneys' fees and all other costs of litigation.
7. Shall further indemnify the Motor Vehicle Administration for and against any and all losses, damages, judgments, liabilities, or similar costs and expenses which arise in whole or part out of acts or omissions by the client with respect to laws restricting access to and disclosure of vehicle records including, without limitation, reasonable attorneys' fees and all other costs of defending against such action or claim

Notice of Appeal Procedure

In accordance with State Government Article ("SG") § 10-614 (b)(3)(ii), the Requestor ("You" or "you") is informed of all available remedies for review of the decision of the Motor Vehicle Administration ("MVA") to withhold any of the documents requested on this front side of the form. Under SG §§ 10-622, you are entitled to administrative review of the MVA's position upon request. If requested, such review will be conducted in accordance with the Administrative Procedures Article §§ 10-201 through 10-315 of the State Government Article, and the hearing regulations of the MVA found at Code of Maryland Regulations 11.11.02. You may also pursue judicial enforcement under SG § 10-623 of the Maryland Public Information Act. (Copies of the law available upon request).

Reverse



Apply to register to vote with your driver's license transaction. For details ask your customer service representative.