

# REQUEST FOR VEHICLE INFORMATION

\$8.00 Fee required for each record requested or \$30.00 Fee for each certified record  
 The most current version of this form can be found at [www.dmv.state.pa.us](http://www.dmv.state.pa.us)



**PRINT OR TYPE ALL INFORMATION LEGIBLY • DO NOT SEND CASH**

**SEE REVERSE FOR INSTRUCTIONS/INFORMATION**

<b>A REQUESTER INFORMATION</b>				<b>B END USER OF INFORMATION BEING REQUESTED</b>			
NAME				NAME OF BUSINESS			
ADDRESS: P.O. Box number may be used in addition to the actual address, but cannot be used as the only address.				ADDRESS: (P.O. Box not accepted), need to provide physical location of business/residence			
CITY		STATE	ZIP CODE	CITY		STATE	ZIP CODE
DAYTIME TELEPHONE NUMBER (Required)		REFERENCE NUMBER		CONTACT PERSON		PHONE #	
SIGNATURE <u>X</u> NOTARIZATION <u>NOT</u> REQUIRED WHEN REQUESTING YOUR OWN RECORD				NAIC NUMBER		POLICY NUMBER	
				CLAIM NUMBER			
<b>C VEHICLE INFORMATION</b> <i>(read instructions for number 2 on the back of the form)</i>				<b>D MICROFILM</b> <b>Certified - <input type="checkbox"/> YES (\$30.00 Required)</b>			
				CHECK (✓) ONE ONLY: SEE REVERSE SIDE FOR EXPLANATION OF INFORMATION YOU WILL RECEIVE. <input type="checkbox"/> TITLE - CURRENT RECORD <input type="checkbox"/> ODOMETER - CURRENT RECORD <input type="checkbox"/> TITLE - PREVIOUS RECORD <input type="checkbox"/> ODOMETER - PREVIOUS RECORD <input type="checkbox"/> ENCUMBRANCE <input type="checkbox"/> INSURANCE <input type="checkbox"/> OTHER _____			
TAG NUMBER		TITLE NUMBER		<b>E VEHICLE OWNER RELEASE</b>			
VEHICLE IDENTIFICATION NUMBER		DATE OF ACCIDENT (if applicable)		I _____ NAME OF VEHICLE OWNER			
NAME				hereby request the PA Department of Transportation to furnish a copy of my PA vehicle record to,			
ADDRESS				_____			
CITY				NAME OF REQUESTER			
STATE		ZIP CODE		SIGNATURE OF VEHICLE OWNER		DATE	
<b>F AFFIDAVIT OF INTENDED USE - YOU MUST CHECK (✓) ONE ITEM</b>							
<p>_____ 1. For use by any government agency, including any court or law enforcement agency, in carrying out its functions, or any private person or entity acting on behalf of a Federal, State, or local agency in carrying out its functions.</p> <p>_____ 2. For use in connection with matters of motor vehicle or driver safety and theft; motor vehicle emissions; motor vehicle product alterations, recalls, or advisories; performance monitoring of motor vehicles, motor vehicle parts and dealers; motor vehicle market research activities, including survey research, and removal of non-owner records from the original owner records of motor vehicle manufacturers.</p> <p>_____ 3. For use in the normal course of business by a legitimate business or its agents, employees, or contractors, but only:                  a. to verify the accuracy of personal information submitted by the individual to the business or its agents, employees, or contractors; and                  b. if such information as so submitted is not correct or is no longer correct, to obtain the correct information, but only for the purposes of preventing fraud by, pursuing legal remedies against, or recovering on a debt or security interest against, the individual.</p> <p>_____ 4. For use in connection with any civil, criminal, administrative, or arbitral proceeding in any Federal, State, or local court or agency or before any self-regulatory body, including the service of process, investigation in anticipation of litigation, and the execution or enforcement of judgments and orders, or pursuant to an order of a Federal, State, or local court.</p> <p>_____ 5. For use in research activities, and for use in producing statistical reports, so long as the personal information is not published, redisclosed, or used to contact individuals.</p> <p>_____ 6. For use by an insurer or insurance support organization, or by a self-insured entity, or its agents, employees, or contractors, in connection with claims investigation activities, antifraud activities, rating or underwriting.</p> <p>_____ 7. For use in providing notice to the owners of towed or impounded vehicles.</p> <p>_____ 8. For use in connection with the operation of private toll transportation facilities.</p>							
<b>NOTARIZATION</b>	SUBSCRIBED AND SWORN TO BEFORE ME:      MONTH      DAY      YEAR			I hereby certify that _____ will			
	SIGNATURE OF PERSON ADMINISTERING OATH			NAME OF REQUESTER			
	<b>SIGN IN PRESENCE OF NOTARY</b>			use the vehicle information requested pursuant to Section 6114 of the Pennsylvania Vehicle Code, for the purpose checked above only and for no other reason. This affidavit is filed in compliance with Section 607 of the Fair Credit Reporting Act and the Federal Drivers Privacy Protection Act. I/We state that I/we have read and signed this form after its completion, and I/we swear or affirm that the statements made herein are true and correct, and that any statement made on or pursuant to this form is subject to the penalties of 18 PA C.S. Section 4903(a)(2) (relating to false swearing), which shall include punishment of a fine not exceeding \$5,000, or to a term of imprisonment of not more than two years, or both.			
<b>S E A L</b>				SIGNATURE OF REQUESTER		TITLE OF REQUESTER (if applicable)	

## INSTRUCTIONS

1. A \$8.00 non-refundable fee is required for each request. If the Bureau has no record for the information requested or the data supplied is insufficient, the fee will be applied to the cost of the search.
2. **PRINT OR TYPE** all requested information on front of form. Submitting **ONLY** a name or name and address does not provide enough information for a proper search of the vehicle files. If the TAG Number is the only vehicle information available, Section B must be completed and must include NAIC Number, Policy Number and Claim Number or attach a copy of the accident report or parking ticket.  
  
Reference Number - Is a unique identifier assigned by the Requestor. This information will be printed on the vehicle record that is returned to the Requestor. The Reference Number can assist you in processing the record when it is returned to your office. This information is not required.
3. **If requesting your own record**, complete Sections A, C and D only. Notarization is NOT required. If you currently own/owned the vehicle but are requesting a Title History, you must complete Section F and have the application notarized.
4. **If requesting someone else's record**, complete Sections A, C, D, and either E or F.
5. **If requesting a record on behalf of another person**, complete Sections A, B, C, D, and either E or F. NAIC Number, Policy Number and Claim Number are only required when the only vehicle information available is the TAG Number.
6. **When requesting a title history**, a \$8.00 fee is required for each title record. To determine the appropriate fee, please contact the numbers listed below to determine the number of title records available.
7. **If choosing "Other" in Section D**, please include documentation stating what you are requesting.

### HOURS TO CALL FOR INFORMATION...8:00 A.M. TO 5:00 P.M.

IN STATE ..... 1-800-932-4600  
 OUT-OF-STATE ..... (717) 412-5300  
 TDD IN STATE ..... 1-800-228-0676  
 TDD OUT-OF-STATE ..... (717) 412-5380

8. Make check or money order payable to: "**Commonwealth of PA**".  
**DO NOT SEND CASH.** Attach your check or money order and send to:  
**Department of Transportation**  
**Bureau of Driver Licensing**  
**Vehicle Record Services**  
**P.O. Box 68691**  
**Harrisburg, PA 17106-8691**

## DESCRIPTION OF INFORMATION AVAILABLE

Vehicle record information is available for the past 10 years only

**NOTE: Sales tax and purchase price are considered confidential and will not be provided.**

- **Title History** ..... A copy of the title transaction documents and basic information will be provided.
- **Odometer** ..... A copy of the title/renewal transaction and basic information will be provided.
- **Insurance** ..... A copy of the title/renewal transaction and basic information will be provided.
- **Encumbrance** ..... Includes owners name, address, title number, tag, vehicle identification number (VIN), make and expiration date of tag and lienholder(s) name, address and expiration date of lien(s).

## IMPORTANT INFORMATION CONCERNING THE USE OF VEHICLE INFORMATION

- Vehicle record information is confidential and restricted information and the Requestor/End User is responsible for establishing procedures to protect the confidentiality of these records.
- Vehicle record information can only be used for the purpose stated in Section F.
- Vehicle record information cannot be sold, assigned, or otherwise transferred to any party, other than the End User.
- PennDOT retains exclusive ownership of all vehicle record information and the Requestor/End User shall not combine and/or link in with any other data on any database except as may be required by law.
- The vehicle record information cannot be used for direct mail advertising or any other type or types of mail or mailings.
- The vehicle record information cannot be disseminated or published on the Internet without the express written permission of PennDOT.
- PennDOT reserves the right to audit each request for vehicle record information. If the Requestor/End User is found to have requested vehicle record information for an unauthorized purpose, access to Pennsylvania vehicle record information will be terminated.