



Record Request Form

Please return this form, the Intended Use of Driver License and Motor Vehicle Information form, and the appropriate fee to: Driver and Vehicle Services Division, 445 Minnesota St. Suite 160, St. Paul, MN 55101.

DATE: _____

Fee Due: _____

Driver's License and Motor Vehicle information provided by this office as authorized by Minnesota Statutes, Section 170.23 and 168.34, and United States Code, title 18, section 2721.

- Request for Driver's License Data
- Request for a CERTIFIED COPY of Driver's License Data
- Request for copy of a ticket or driver's license application – Ticket or application date _____
- Request for Motor Vehicle Data
- Request for a CERTIFIED COPY of Motor Vehicle Data
- Request for insurance information. Incident date: _____

PLEASE PROVIDE THE FOLLOWING INFORMATION, IF AVAILABLE:

Driver's License Number: _____

Vehicle License Plate Number: _____

Vehicle Title Number: _____

Vehicle Identification Number (VIN): _____

If none of the above information is available, full name and date of birth of the subject are required.

Subjects Name

_____ Last First Middle Date of Birth (MO/D/Yr)

Address

_____ Street Apt. # City

Signature of Requestor: _____

FEES

Type of Record	Requestor is the subject of the data	Requestor is not the Subject of the data
Copy of Record Display	\$4.00	\$4.50
Copy of Moving Violation citation	\$4.00	\$4.50
Copy of Driver's License application	\$4.00	\$4.50
Copy of Vehicle Title Document	\$1.00	\$1.50
Copy of Vehicle Registration Document	\$1.00	\$1.50
To certify an copy (per document)	\$1.00	\$1.00

MINNESOTA DEPARTMENT OF PUBLIC SAFETY



Driver & Vehicle Services Division
Data Services
445 Minnesota St., Ste. 191
St. Paul, MN 55101-5191

Intended Use of Driver License & Motor Vehicle Record Information

- Alcohol & Gambling Enforcement
- Bureau of Criminal Apprehension
- Capitol Security
- Center for Crime Victim Services
- Driver & Vehicle Services
- Drug Policy & Violence Prevention
- Emergency Management / Emergency Response Commission
- State Fire Marshal / Pipeline Safety
- State Patrol
- Traffic Safety

Date: _____
Requestor/Contact Name: _____
Company Name (if applicable): _____
Address: _____
City: _____ State: _____ Zip: _____
Phone Number: _____

Access to Driver License and Motor Vehicle records is governed by Minnesota Statutes Sections 168.346, 171.12 subd. 7 and 171.12 subd. 7a., and United States Code, title 18, sections 2721-2725. In order to determine your eligibility to receive restricted records, please indicate what data you are requesting:

Motor Vehicle Information _____ Driver License Information _____

Explain how you intend to use record information: _____

I the undersigned as a "Purchaser" that by signing this agreement that the information provided on this document is correct, and I agree to the terms and conditions for intended use of the State's data as defined in Exhibit A and Exhibit B, which is attached and incorporated into this agreement by reference . The Purchaser must comply with the Minnesota Government Data Practices Act, Minn. Stat. Chapter 13, and US Code title 18 § 2721, as they apply to all data provided by the State under this agreement. The Purchaser will indemnify, save, and hold the State, and its agents, and employees harmless from any claims or causes of action, including attorney's fees incurred by the State, arising from the performance of this agreement by the Purchaser or the Purchaser's agent, employees or customers. The civil remedies of Minn. Stat. § 13.08 and 13.09, and US Code title 18 § 2721 apply to the release of the data referred to in the clause by either the Purchaser or the State.

Signature: _____

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St. Paul, MN 55101-5191

EXHIBIT A

Alcohol &
Gambling
Enforcement

Bureau of
Criminal
Apprehension

Capitol Security

Center for
Crime Victim
Services

Driver & Vehicle
Services

Drug Policy &
Violence
Prevention

Emergency
Management /
Emergency
Response
Commission

State Fire
Marshal /
Pipeline Safety

State Patrol

Traffic Safety

Disclosure statement for Dial-in & tapes/lists with specific authorization for access:

You may resell or re-disclose the Driver License information you receive only for individual records requests for uses listed in # 1-10, and 13-14 on the attached sheet. You may not re-disclose the information for bulk mailing.

In the event that you resell or re-disclose this information you must keep records identifying each person or entity that receives information and the permitted purpose for which the information will be used, this information must be retained for 5 years. You must also make these records available to the Driver and Vehicle Services Division upon request.

You may resell or re-disclose the Motor Vehicle information you receive for any purpose as individual records requests. You may not re-disclose the information for bulk mailing.

Access to Driver License and Motor Vehicle records is governed by Minnesota Statutes Sections 168.346, 171.12 Subd. 7 and 171.12 Subd. 7a. and United States Code, title 18, sections 2721-2725.

Under United States Code, title 18, Sec. 2722 the following are unlawful acts:

“(a) Procurement for Unlawful Purposes.--It shall be unlawful for any person knowingly to obtain or disclose personal information, from a motor vehicle record, for any use not permitted under section 2721(b) of this title.

“(b) False Representation.--It shall be unlawful for any person to make false representation to obtain any personal information from an individual’s motor vehicle record.

Under United States Code, title 18, Sec. 2723 the following penalty may apply to unlawful acts:

“(a) Criminal Fine.--A person who knowingly violates this chapter shall be fined under this title.

United States Code, title 18, Sec. 2724 provides for the following Civil action.

“(a) Cause of Action.--A person who knowingly obtains, discloses or uses personal information, from a motor vehicle record, for a purpose not permitted under this chapter shall be liable to the individual to whom the information pertains, who may bring a civil action in a United States district court.

“(b) Remedies.--The court may award--

“(1) actual damages, but not less than liquidated damages in the amount of \$2,500:

“(2) punitive damages upon proof of willful or reckless disregard of the law;

“(3) reasonable attorneys’ fees and other litigation costs reasonably incurred; and

“(4) such other preliminary and equitable relief as the court determines to be appropriate.

Under United States code title 18, Sec. 2725 Motor vehicle record is defined as:

“(1) ‘motor vehicle record’ means any record that pertains to a motor vehicle operator’s permit, motor vehicle title, motor vehicle registration, or identification card issued by a department of motor vehicles;

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EXHIBIT B

Permissible Uses of Motor Vehicle Data as provided in

United States Code, title 18, section 2721

- 1) For use by any government agency, including 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.
- 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.
- 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 agencies, employees, or contractors; and
 - (B) if such information as so submitted is not correct or is no longer correct, to obtain 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.
- 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.
- 5) For use in research activities, and for use in producing statistical reports, so long as the personal information is not published, re-disclosed, or used to contact individuals.
- 6) For use by any insurer or insurance support organization, or by self-insured entity, or its agents, employees, or contractors, in connection with claims investigation activities, antifraud activities, rating or underwriting.
- 7) For use in providing notice to the owners of towed or impounded vehicles.
- 8) For use by any licensed private investigative agency or licensed security service for any purpose permitted under this subsection
- 9) For use by an employer or its agent or insurer to obtain or verify information relating to a holder of a commercial driver's license that is required under the Commercial Motor Vehicle Safety Act of 1986 (49 U.S.C. App. 2710 et seq.).
- 10) For use in connection with the operation of private toll transportation facilities.
- 11) For any other use in response to requests for individual motor vehicle records if the State has obtained the express consent of the person to whom such personal information pertains.
- 12) For bulk distribution for surveys, marketing, or solicitations if the State has obtained the express consent of the person to whom such personal information pertains.
- 13) For Use by any requester, if the requester demonstrates it has obtained written consent of the individual to whom the information pertains.
- 14) For any other use specifically authorized under the law of the State that holds the record, if such use is related to the operation of a motor vehicle or public safety.

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