

Online Portal for Surety Bond Companies

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New Information

In October 2022, the Department of Motor Vehicles (DMV) will launch new digital services that allow customers to apply for, renew, and manage Occupational Licenses (OLs) online. A new online portal will allow customers applying for the following OL types to digitally match to the surety bonds issued by surety bond companies:

- All-Terrain Vehicle (ATV) Safety Training Organizations
- Driving Schools
- Employer Testing Program
- Lessor-Retailers
- Registration Services
- Remanufacturers
- Traffic Violator Schools
- Vehicle Dealers
- Vehicle Verifiers

Available Features for Surety Bond Companies

Companies can create digital records for the bonds they issue. Additionally, they can manage, cancel, reinstate, and update those records online.

Registering for the Online Service

DMV will create the company account in the new online system and set up a user account for your company's employees who have permission to manage digital bond records. To start the process, the surety company's authorized representative must submit a request for the account setup application to the following email address:

DMVLODSURBOND@dmv.ca.gov.

Include the following information to create the company account:

- Company name
- National Association of Insurance Commissioners (NAIC) number
- Primary administrator name
- Company address
- Company phone number
- Information for each employee who will manage the company's digital bond records:
 - Employee's name
 - Employee's company email address (**not** a personal email)
 - Employee's phone number

After DMV creates the company account, documentation explaining how to access the online account and get started managing digital surety bond records will be emailed to the surety company.

Background

Currently, for original applications, the surety bond companies provide the bond certificate to the applicant to submit it with their application. For existing OL licensees needing a new surety bond, the surety bond companies either mail the bond certificate to the OL inspector's office or provide it to the applicant to turn in to the inspector. For cancellations and reinstatements, the companies mail the bond information to the OL Unit directly.

Distribution

Notification that this memo is available at **dmv.ca.gov**, under Vehicle Industry Services, was made via the California DMV Automated Email Alert System in October 2022 to the following:

- ATV Safety Training Organizations
- Driving School Operator
- Driving School Owner
- Employer Testing Program
- Registration Service
- Surety Bond Companies
- Traffic Violator School Operator
- Traffic Violator School Owner
- Vehicle Dealer
- Vehicle Lessor/Retailer
- Vehicle Remanufacturer
- Vehicle Verifier

Contact

Questions regarding this memo and the account setup process can be directed to the OL Unit at **DMVLODSURBOND@dmv.ca.gov**.