



# COURTESY STOP REQUEST

For expeditious handling, this request may be faxed to: (916) 657-6056, or it can be mailed to:

Department of Motor Vehicles  
Registration Operations Division  
Field Office Support Unit  
Attn: Courtesy Stops  
2415 First Avenue, MS C250  
Sacramento, CA 95818

DATE OF REQUEST
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REQUESTOR NAME
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REQUESTOR ADDRESS
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REQUESTOR DAYTIME PHONE AND EXTENSION (    )	EMAIL ADDRESS
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LICENSE PLATE # OF THE VEHICLE FOR WHICH THE STOP IS REQUESTED	VEHICLE IDENTIFICATION NUMBER (VIN)
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VEHICLE MAKE	VEHICLE YEAR MODEL
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I request a Vehicle License & Title (VLT) Courtesy Stop **be placed** on the above described vehicle record for the following reasons:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Important: A copy of the complaint or petition requesting injunctive relief (AKA temporary restraining order [TRO]) filed and stamped by the court must accompany this request.**

I request an **extension** of the current VLT Courtesy Stop expiration. A copy of the court date must accompany this request.

I request **removal** of the VLT Courtesy Stop I previously requested.

I understand that I must serve the Director of the Department of Motor Vehicles with the injunctive relief within 60 days at the above address.

**Please Note:** If you provided your email address above, you will be notified by email once this request has been processed. Once the courtesy stop is placed, it will remain on the record for 60 days unless a request for removal or extension is received from the requestor. Please do not call to request the removal of the stop. If the injunctive relief is not served within 60 days, the stop will be automatically deleted from the record and the file closed.

**I certify (or declare) under penalty of perjury under the laws of the State of California that the foregoing is true and correct.**

REQUESTOR'S PRINTED NAME	DRIVER LICENSE OR IDENTIFICATION CARD NUMBER
REQUESTOR'S SIGNATURE <b>X</b>	TECHNICIAN'S DATE LINE STAMP (IF AVAILABLE)