

Financial Responsibility Information Request (SR 19C)\* form and \$20 to:

Department of Motor Vehicles  
Financial Responsibility Unit, MS J237  
PO Box 942884  
Sacramento, CA 94284-0884

**NOTE:** Accident and insurance information is only released to individuals who have a proper interest in the accident.

### Occupational Licensing Requests

Information for a car dealer, salesperson, dismantler, driving school, registration service, traffic violator school, traffic violator school list, or vehicle verifier is available free of charge when using the **Occupational Licensing Information System** at [www.dmv.ca.gov/olinq2/welcome.do](http://www.dmv.ca.gov/olinq2/welcome.do). Information includes: license status, ownership information, and history of disciplinary actions taken by the department.

To request a current license printout not available on the **Occupational Licensing Information System**, you must submit a completed Request for Occupational Licensing Information (OL 100)\* form with \$5 to:

Department of Motor Vehicles  
Occupational Licensing Unit, MS L224  
PO Box 932342  
Sacramento, CA 94232-3420

To request a copy of the occupational licensing record (applications, bond documents, etc.), submit a Public Records Act request. For additional information refer to the Public Records Act and/or Information Practices Act Requests section.

### National Driver Register (NDR) Requests

**Employers:** To obtain information reported by a state to the National Driver Register (NDR) on a current or prospective employee you must submit a completed Requests for National Driver Register (NDR) Record Checks (INF 1301A)\* form and \$5 to:

Department of Motor Vehicles  
Public Operations, MS G199  
PO Box 944247  
Sacramento, CA 94244-2470

**Individuals:** Submit a notarized letter directly to the Department of Transportation (DOT), National Driver Register (NDR). The INF 1301A form is **not** required and there is no charge for this service. Your letter must include your full legal name, date of birth, gender, height, weight, eye color, driver license number, and issuing state (your social security number is optional).

Mail requests to:

Department of Transportation  
National Driver Register  
Room W55-201  
1200 New Jersey Avenue, S.E.  
Washington, DC 20590

Additional information is available at:  
[www.nhtsa.gov/Data/  
National+Driver+Register+\(NDR\)](http://www.nhtsa.gov/Data/National+Driver+Register+(NDR)).

### Fair Political Practices Commission (FPPC) Statement of Economic Interests Requests (Form 700)

To request a Fair Political Practices Commission (FPPC) Statement of Economic Interests (Form 700) for a DMV official, designated employee, or consultant contact:

DMV Human Resources Branch  
ATTN: COI Coordinator  
2415 1st Avenue, MS A208  
PO Box 932315  
Sacramento, CA 94232-3150  
Phone: (916) 657-7541  
Fax: (916) 657-6733

The fee to obtain a copy of the Statement of Economic Interests is \$.10 per page. A \$5 retrieval fee will be charged for a copy of a Statement of Economic Interests that is five or more years old. Fees are determined by the volume and availability of the documents requested. You will be notified of the final cost. All fees must be paid prior to the release of the information.

### Public Records Act and/or Information Practices Act Requests

To request documents according to the Public Records Act (*California Government Code* §6250) and/or the Information Practices Act (*California Civil Code* §1798 et seq.), contact:

DMV Legal Affairs Division  
2415 1st Avenue, MS C128  
PO Box 932382  
Sacramento, CA 94232-3820  
Phone: (916) 657-6469  
Fax: (916) 657-6243

Requests for inspection or copying of public records should sufficiently describe the records so that they can be identified, located, and retrieved by DMV personnel. This request is for information that has not been included in any other area of this brochure.

The fees for documents not listed in this brochure are at least the actual costs based on the hourly salary rate of each employee(s) involved, multiplied by the time to locate, review, and mask confidential information (if needed), program any computer software (if needed), copy, and mail the requested documents, plus a \$.20 per page photocopy charge. Fees are determined by the volume and availability of the documents requested. You will be notified of the final cost. All fees must be paid prior to the release of the information.

If you are a party to a lawsuit, you or your attorney may consider serving a subpoena at the Legal Affairs Division to obtain the documents.



## Public Information Request

### Fast Facts



### Obtaining Information From DMV Records



[www.dmv.ca.gov](http://www.dmv.ca.gov)

## Available Information

The Department of Motor Vehicles (DMV) maintains information on approximately 32 million vehicles/vessels registration (VR), 27 million driver licenses (DL) and/or identification (ID) cards, and over 437,000 occupational licensing (OL) records.

Confidential information is not considered public record. This includes certain DMV personnel matters, physical/mental information, residence address, social security number (SSN), incomplete findings from research, results of ongoing investigations, operation plans, and electronic data security controls.

**NOTE:** Residence address and SSN are confidential except when the requester is authorized by law to receive it.

## How to Obtain Information

To request public information from DMV's database, you must submit the appropriate form and fee using one of the following service methods: online, a visit to the local field office, or by mail. All fees are based on the cost of searching departmental records, not whether a record is located; the fees will **not** be refunded once the request is processed. Fees submitted by mail must be paid by check, cashier's check, or money order.

## How to Obtain Forms

All forms listed in this brochure can be obtained by mail and some may be available on the DMV website at [www.dmv.ca.gov/forms/formsinfo.htm](http://www.dmv.ca.gov/forms/formsinfo.htm). Online forms are indicated with an asterisk (\*) throughout this brochure.

For forms (up to 15 copies each), call (916) 657-8098 or write:

Department of Motor Vehicles  
Information Release Unit, MS G199  
PO Box 944247  
Sacramento, CA 94244-2470

## Order Forms in Bulk Quantities

Bulk orders (quantities greater than 15) are processed by the DMV Materials Management Section and are accepted by e-mail, fax, or mail.

Submit your request on business letterhead, fax coversheet, or e-mail. Submit requests by:

**E-mail:** [DMVASDPublicForms@dmv.ca.gov](mailto:DMVASDPublicForms@dmv.ca.gov)

**Fax:** (916) 928-6817

**Mail:** Department of Motor Vehicles  
Materials Management Section  
4201 Sierra Point Drive, Suite 112  
Sacramento, CA 95834-7900

All requests must include:

- Business name, telephone number, contact name, and street address for delivery. Delivery will **not** be made to a PO Box.
- The form number, title, and quantity requested.

**NOTE:** Bulk form orders are processed within 21 working days of receiving the request. For questions regarding bulk orders or to check the status of an order, contact the Materials Management Section at (916) 928-7901.

## What Form to Submit

The form and fee required are determined by the type of information being requested. Forms must be completed online and printed (preferred), completed by hand, or typed. Below is a description of the most common requests.

- Request for Record Information (**INF 70**)\*
  - This form is used to request an individual's (other than your own) DL/ID or VR record information.
- Request for Your Own Driver License/Identification Card (DL/ID) or Vehicle/Vessel Registration (VR) Information Record (**INF 1125**)\*
  - This form is used to request your own DL/ID or VR record.
- Registration Information Request for Lien Sale (**INF 1126**)\*
  - This form is used by individuals and businesses to acquire the names and addresses of the legal and registered owners of a vehicle or vessel to conduct a lien sale or dispose of a low value abandoned vehicle in California.

- Attorney's Information Request (Motor Vehicle/Vessel Related Incidents) (**INF 1161E**)\*
  - This form is used by a state bar licensed attorney to request DL/ID or VR record information.
- Dealer Vehicle/Vessel Registration (VR) Information Request (INF 1120)
  - This form is used by a California licensed dealer or their agent to obtain a VR record information necessary to complete registration transactions. This form is **not** available online and must be obtained from a DMV field office or ordered through DMV Materials Management Section.

**IMPORTANT:** Forms include instructions, fee amounts, and contact information.

## Online Requests

You can request your own driver or vehicle record online; the fee is \$2. This type of record is **not** an official document. Prior to submitting the request you must register as a **Certified User**; visit [www.dmv.ca.gov/online/onlinesvcs.htm](http://www.dmv.ca.gov/online/onlinesvcs.htm) for additional information. If you need an official document, you must submit a Request for Your Own Driver License/Identification Card (DL/ID) or Vehicle/Vessel Registration (VR) Information Record (**INF 1125**)\* form and \$5 by mail or at your local field office.

## Field Office Requests

Field offices can process:

- Request for Your Own Driver License/Identification Card (DL/ID) or Vehicle/Vessel Registration (VR) Information Record (**INF 1125**)\*
- Registration Information Request for Lien Sale (**INF 1126**)\*
- Dealer Vehicle/Vessel Registration (VR) Information Request (INF 1120)

To save time, make an appointment online at: [www.dmv.ca.gov/foa/welcome.do?localeName=en](http://www.dmv.ca.gov/foa/welcome.do?localeName=en) or call 1-800-777-0133.

## Mail Requests to DMV Headquarters

To request information from DMV's DL and VR databases and copies of records, you must complete and submit the appropriate form and fee to:

Department of Motor Vehicles  
Information Release Unit, MS G199  
PO Box 944247  
Sacramento, CA 94244-2470

## Driver Safety Hearing Transcripts Requests (Administrative Records and Transcripts)

Requests for a copy of a Driver Safety document and/or audio file must be submitted in writing with a \$115 nonrefundable deposit fee and mailed to:

Department of Motor Vehicles  
Litigation Services Unit, MS J256  
2570 24th Street  
Sacramento, CA 95818-7010  
Phone: (916) 657-8431

The fees are:

Request Type	Fee
Transcription fee (per page)	\$5.00
Exhibit copy (per side)**	.10
Micrographic copy (per page)**	.20
CD/audio recording (per CD/audio file)	6.00
Certification (transcription/exhibit/administrative record)	12.00
Procedures governing Driver Safety hearings (also available free at <a href="http://www.dmv.ca.gov/dl/driversafety/dsadmin-hearing.htm">www.dmv.ca.gov/dl/driversafety/dsadmin-hearing.htm</a> )	26.00
**Plus clerical fee (per quarter hour)	6.00

Fees are determined by the volume and availability of the documents requested. You will be notified of the final cost. All fees must be paid prior to the release of the information.

## Financial Responsibility Requests

To request insurance information, an uninsured motorist certificate, or a photocopy of a DMV Report of Traffic Accident Occurring in California (SR 1) form, submit a completed