



# Driving Record Request

Use this form to request a **driving record**. We will email, fax, or mail the record(s) to you or to the individual or company you request below. Mail this request and **\$13 for each record requested** in a check or money order payable to the Department of Licensing to:

**Driver Records**  
**Department of Licensing**  
**PO Box 3907**  
**Seattle, WA 98124-3907**

For validation only

106-060-421-0005

Please allow two weeks for processing. If you have additional questions, contact customer service at (360) 902-3900.

## Requestor information

<b>PRINT or TYPE</b> Requestor name	(Area code) Daytime telephone number
Name of individual or company where you want the drive record(s) sent	
How would you like the driving record(s) sent to you? <i>(Choose one)</i> <input type="checkbox"/> Email <input type="checkbox"/> Fax <input type="checkbox"/> U.S. mail (one record only)*	Delivery information (Email, [Area code] Fax number, or Mailing address)
*You may select U.S. mail <b>only</b> if you are requesting one driver record.	
<p><i>I certify under penalty of perjury I am entitled by federal or state laws to obtain an abstract of the driver record of the individual(s) requested. RCW 46.52.130, 18 USC Chapter 123</i></p>	
_____ Date and place signed	<b>X</b> _____ Signature

## Drive record(s) requested

<b>PRINT or TYPE</b> Name <i>(Last, First, Middle Initial)</i>	Washington driver license number	Date of birth <i>(mm/dd/yyyy)</i>
Type of record requested <i>(select all that apply)</i> Insurance records show violations, convictions, and accidents only. Other drive records show all traffic-related collisions, convictions, violations, suspensions, revocations, and disqualifications. We offer the following types of driving records:		
<input type="checkbox"/> <b>Noncommercial insurance record (3 year)</b> —Used to create and renew vehicle insurance policies.		
<input type="checkbox"/> <b>Commercial insurance record (3 year)</b> —Used to create and renew commercial vehicle insurance policies.		
<input type="checkbox"/> <b>Life insurance record (3 year)</b> —Used to create and renew life insurance policies.		
<input type="checkbox"/> <b>Employment record</b> —Used by employers to determine employment eligibility.		
<input type="checkbox"/> <b>Volunteer/ Transit record</b> —Used to determine if a volunteer driver meets the insurance and risk-management requirements to drive a vanpool vehicle or should be permitted to operate a vehicle used to transport individuals who are under 18, over 65, or disabled.		
<input type="checkbox"/> <b>School bus driver record</b> —Used to determine if a person should be employed to operate a school bus.		
Bill and mail this request to school district _____		
School district authorization _____ Requestor code _____		
<input type="checkbox"/> <b>Complete record</b> —A complete driving record of the person named on the driving record.		

*If requesting additional records, attach separate sheet(s) using the same format as above. Submit \$13 for each record requested. NOTE: We will not mail more than one driver record. Multiple record requests will only be sent by email or fax.*