



## Driving Record Request

You may use this form to request **your driving record**. We will mail, email, or fax your record to you or to the individual or company you request below. Mail this request and **\$10 for each record** in a check or money order payable to the Department of Licensing to:

Driver Records  
**Department of Licensing**  
 PO Box 9048  
 Olympia, WA 98507-9048

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 name ( <i>Last, First, Middle Initial</i> )		
Washington driver license number	Date of birth	(Area code) Daytime telephone number
Name of individual or company you want your drive record sent to		
How would you like your driving record sent to you? (Check one only) <input type="checkbox"/> U.S. mail <input type="checkbox"/> email <input type="checkbox"/> Fax		
Delivery information (Mailing address, email, or [Area code] Fax number)		
Type(s) of record Insurance records will show violations, convictions, and accidents only. Other drive records will show all traffic-related convictions, violations, collisions, suspensions, revocations, and disqualifications.  We offer the following types of driving records. Check the box beside the type(s) you need. <ul style="list-style-type: none"> <li><input type="checkbox"/> <b>Noncommercial insurance record (3 year)</b>—Used to create and renew vehicle insurance policies.</li> <li><input type="checkbox"/> <b>Commercial insurance record (3 year)</b>—Used to create and renew commercial vehicle insurance policies.</li> <li><input type="checkbox"/> <b>Life insurance record (3 year)</b>—Used to create and renew life insurance policies.</li> <li><input type="checkbox"/> <b>Employment record</b>—Used by employers to determine employment eligibility.</li> <li><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.</li> <li><input type="checkbox"/> <b>School bus driver record</b>—Used to determine if a person should be employed to operate a school bus.</li> </ul> This request is to be billed and mailed to school district _____  School district authorization _____ Requestor code _____		
<input type="checkbox"/> <b>Complete record</b> —A complete driving record requested by the person named on the driving record.		
<i>I declare under penalty of perjury under the laws of the state of Washington that I am the individual named above.</i>		
_____ Date and place	<div style="text-align: center;"><b>X</b></div> _____ Signature (valid for four months)	