



# Driver & Vehicle Data Request

PLEASE PRINT P.O. Box 201431 Helena, MT 59620-1431 • Phone (406) 444-3661 • Fax (406) 444-0116 • [mvdtitleinfo@mt.gov](mailto:mvdtitleinfo@mt.gov) • [mvdmt.gov](http://mvdmt.gov)

**Office Use**

**1. Requested Information (check one)**

A. Disclosure of driver information.

B. Disclosure of vehicle information

**Intended Use:** Please check the DPPA reason that shows how you qualify

[1]  For use by a federal, state, or local government agency, including a law enforcement agency or individual acting on behalf of the agency in carrying out its functions.

[2]  For use by a business or its agents, employees, or contractors in their normal course of business to verify the accuracy of personal information submitted by the individual to the business or its agents, employees, or contractors. If the submitted information is not correct or no longer correct, to obtain the correct information for the purposes of preventing fraud by pursuing legal remedies against or recovering on a debt or security interest against the individual.

[5]  For use as a part of the civil, criminal, administrative, or arbitrate proceeding in any court or government agency or before a self-regulatory body, including the service of process, an investigation in anticipation of litigation, and the execution or enforcement of judgements and orders, pursuant to an order of any court.

[6]  For use by an insurer, insurance support agency, or self-insured entity about the investigation of claims, antifraud activities, ratemaking, or underwriting.

[7]  For use by a licensed private investigator or security service for any purpose authorized under Montana law.

[8]  For use by an employer or its agent to verify information related to a holder of commercial driver license required under federal or Montana law.

[9]  For use in providing notice to the owners of towed, abandoned, or impounded vehicles.

[12]  For use in conducting research activities, producing statistical reports, and journalistic activities (complete Section 4 if selected).

**2. Requester Information**

Name of Requester: \_\_\_\_\_

Employer/Company (if applicable): \_\_\_\_\_ Email \_\_\_\_\_

Mailing Address: \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Residential Address: \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Daytime Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ FEIN/Driver License #: \_\_\_\_\_ State: \_\_\_\_\_

**3. Records Fees: Make checks payable to: Motor Vehicle Division**

- \$300 set up fee (requestor receives approximate number of records if requested)
- If requestor chooses to proceed with extract:
  - \$16 per thousand records extracted
  - \$300 extract fee in addition to the set-up and per record fee, charged upon requestor acceptance
  - Any changes to the approved extract request will incur a \$100 fee per requested change to recoup administrative and development costs
- All charges will incur a 3% administration fee per [§ 61-3-111, MCA](#)

Request estimate of records before paying \$16 per thousand?  Yes  No

**4. Permitted disclosure of personal information request:** [§ 61-11-509\(5\), MCA](#) permits disclosure of non-identifiable personal information for conducting research activities, producing statistical reports, and journalistic articles. Select the field and describe the reason for the disclosure of non-identifiable personal information request:

Research activities:

Statistical reports:

Journalistic articles:

**5. Data Description:**

Describe the data you would like to receive:

\_\_\_\_\_

Describe how the data will be used:

\_\_\_\_\_

Frequency of request?  One time  Once a week  Every other week  Once a month  Once a year  Other: \_\_\_\_\_

**6. Certification:** I certify under the penalty of law ([§ 61-5-303, MCA](#)):

- I have read the Montana driver Privacy Protection Act, [§ 61-11-501](#) through [§ 61-11-516, MCA](#), and understand that I can only use the information in driving or vehicle records for limited purposes.
- I understand that Montana law [§ 61-11-509\(5\), MCA](#) prohibits me from using the data to publish a driver or vehicle owner's personal information, disclose it to a third party, or contact individuals, except for a use that is specifically permitted in [§ 61-11-507](#) through [§ 61-11-509, MCA](#).
- I further understand if I am allowed to provide personal information or highly-restricted personal information that is sold or disclosed to a third party, I must create and maintain records for a period of not less than five years from the date of sale or disclosure that show the name, address, telephone number, and any other identifying information of the third party who bought or received the information and the specific permitted use for which the information was obtained. The records must be produced or made available for inspection at the request of the department.
- I am the person listed as the requester, or if I am signing for an entity, the entity authorized me to do so.
- The information I put on this form is true and correct to the best of my knowledge.
- A list of persons prepared by a public agency may not be used as a distribution list without first securing the permission of those on the list.
- As used in this section, "distribution list" means any list of personal contact information collected by a public agency and used to facilitate unsolicited contact with individuals on the distribution list.

Signature of requester: \_\_\_\_\_

Printed Name: \_\_\_\_\_ Date: \_\_\_\_\_