

Pennsylvania Release Instructions

****** IMPORTANT PLEASE FOLLOW THESE INSTRUCTIONS CAREFULLY**

******* Fill out ALL items highlighted **YELLOW**. DO NOT fill out any other sections.

Section B - MUST be completed completely.

Section B - MUST be the name of the employer/prospective employer. If you are ordering your own driving record, DO NOT list yourself here.

Section C - MUST be completed completely.

Section E - Please fill in the following lines ONLY: Name of Driver, Signature, and Date. **Please leave the line "Name of Person/Company" EMPTY.**

Leave ALL other sections BLANK. DO NOT TEXT PA RELEASES. IT IS IMPORTANT THAT WE RECEIVE A PERFECTLY CLEAR COPY.

Notarization is NOT required.



REQUEST FOR DRIVER INFORMATION

DO NOT SEND CASH • SEE REVERSE FOR INSTRUCTIONS

Bureau of Driver Licensing • P.O. Box 68695 • Harrisburg, PA 17106-8695

CHECK (✓) ONE ONLY:

- BASIC INFORMATION: **\$11.00 FEE** (Driver history is **not** included)
- 3 YEAR DRIVER RECORD: **\$11.00 FEE**
- 10 YEAR DRIVER RECORD: **\$11.00 FEE** (Employment Purposes Only)

- FULL HISTORY: **\$11.00 FEE**
- CERTIFIED DRIVER RECORD: **\$36.00 FEE**
- COPY OF DOCUMENT FROM FILE (MICROFILM): **\$11.00 FEE**
- CERTIFIED COPY OF DOCUMENT FROM FILE: **\$36.00 FEE**

You may obtain a copy of your own 3 year or 10 year Driving Record on PennDOT'S website at www.dmv.pa.gov

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I/We have read and signed this form after its completion, and I/We swear or affirm that the statements made herein are true and correct, and that any statement made on or pursuant to this form is subject to the penalties of 18 Pa C.S. 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