

## CARBON COUNTY CLERK'S OFFICE

**Application:** Vehicle Record & Privacy Disclosure Release and its application as it pertains to the Driver's Privacy Protection Act of 1994 (DPPA) (18 USC ss 2721 et seq)

**Procedure:** Due to this Act, the Carbon County Clerk's Office and staff will not provide vehicle information to anyone other than the owner (ID may be required).

1. Anyone asking for vehicle information shall be required to complete the ***Vehicle Record & Privacy Disclosure Release***. This document will also be available on the county's website at [www.carbonwy.com](http://www.carbonwy.com).
  - a. Applicant shall complete the form stating the purpose
  - b. Applicant shall check the box regarding disclosure
  - c. Applicant shall sign and date the application
  - d. The completed form may be sent to WYDOT with the required documentation and a \$5.00 fee, or
  - e. The completed form may be used internally by this office for a request, provided, however the required documentation is provided and the appropriate fee, if any, accompanies the request.



### VEHICLE RECORD AND PRIVACY DISCLOSURE RELEASE

To receive Wyoming motor vehicle records, the requestor must properly complete this form indicating the business need for information requested. Resale or disclosure of any information received as a result of this release is prohibited. A VIN inspection completed by a law enforcement official may be required. **Please include a copy of your picture ID.** The fee for a Motor Vehicle Record is \$5.00.

Requestor: \_\_\_\_\_ Contact Person: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_ Fax Number: \_\_\_\_\_

**Vehicle Information requested:** (If requesting more than one record, please attach a list with below information)

Name: \_\_\_\_\_ Address: \_\_\_\_\_

Vehicle Make \_\_\_\_\_ Year \_\_\_\_\_ Body/Color \_\_\_\_\_ VIN \_\_\_\_\_

License Plate \_\_\_\_\_ Title Number \_\_\_\_\_

**Usage-Please mark (X) any that apply:**

<input type="checkbox"/>	Government agency, court or law enforcement agency in carrying out its normal functions.
<input type="checkbox"/>	Private person or entity acting on behalf of a government agency in carrying out its normal functions.
<input type="checkbox"/>	For use in matters of driver/vehicle safety; theft, emissions, product alterations, recalls, or advisories, performance monitoring of motor vehicles, parts and dealers, market research activity, survey research and removal of non-owner records from the original owner records of motor vehicle manufacturers.
<input type="checkbox"/>	Normal course of business by a legitimate business or its agents, employees or contractors-but only to verify the accuracy of personal information submitted by the individual to the business or its agents, employees or contractors; and if such information as so submitted is not correct or is no longer correct, to obtain the correct information but only for purposes of preventing fraud by, pursuing legal remedies against, or recovering on a debt or security interest against the individual.
<input type="checkbox"/>	Use in connection with any civil, criminal, administrative, or arbitral proceedings in any court or government agency or before any self-regulatory body, including the service of process, investigation in anticipation of litigation, and the execution or enforcement of judgments and orders, or pursuant to an order of any court.
<input type="checkbox"/>	Use in research activities and for use in producing statistical reports, so long as the personal information is not published, re-disclosed, or used to contact individuals.
<input type="checkbox"/>	Use in providing notice to the owners of towed or impounded vehicles. Please provide a VIN inspection completed by a law enforcement official.
<input type="checkbox"/>	Use by a licensed private investigative agency or licensed security for any purpose permitted under this section. (Must present or enclose photocopy of state-issued investigative license and must specify use.)
<input type="checkbox"/>	Use by employers or its agent/insurer to obtain/verify information required under the Commercial Motor Vehicle Safety Act of 1986 relating to a holder of a commercial driver's license.
<input type="checkbox"/>	Use in connection with the operation of private toll transportation facilities.
<input type="checkbox"/>	Bulk distribution for surveys, marketing, or solicitations if the Department has obtained the express consent of the person to whom such personal information pertains.
<input type="checkbox"/>	Any other use specifically authorized by law that is related to the operation of a motor vehicle or public safety. (Must specify use.)

I will NOT resell or disclose information obtained pursuant to this release to any third party clients.  
**I hereby certify under penalties of law, that the above information is true and correct.**

\_\_\_\_\_  
(Authorized Signature)

\_\_\_\_\_  
(Date)

**Return this form, attachments, copy of your picture ID and appropriate fee to:**

The Wyoming Department of Transportation  
Motor Vehicle Services  
5300 Bishop Boulevard  
Cheyenne, WY 82009

**Please check this box if you are applying for a Wyoming Bonded Title.**