

SERVICO, INC.

P.O. BOX 871
ALBANY, NEW YORK 12201
(518)463-4179 (518)463-3752 FAX

ATTN:

INQUIRY TO REQUESTER FROM Servico, Inc. (page 1 of 3)

Date: _____ Your Name: _____

Firm Requesting Information: _____

Firm Address: _____

Your Phone: _____ Your Fax: _____

FILL IN THE APPROPRIATE INFORMATION FOR CONDUCTING SEARCH

Name of Driver: _____ DOB: _____

Address of Driver: _____

Driver License Number: _____ Plate No.: _____

Registered Owner: _____

Registered Owner Address: _____

VIN: _____ Year and Make of Vehicle: _____

Ticket, Case or Order Number: _____ Date of Violation/Accident: _____ County: _____

Effective Date of DocRequested: _____ Offense: _____

*****Please indicate search(es) requested by checking the appropriate box(es)

- Drivers Abstract Computer Certified
 Plate/Registration Check Computer Certified
 Lien-Title Search Computer Certified
Insurance Search By Computer

Operator Report Police Report (precinct# _____)(accident report# _____)

- Copies: Suspension/Revocation (order#/date: _____)
 Registration Application
 License Application
 Insurance Certification re: date of accident

Your Instructions to Us for Handling (Regular mail will be used unless otherwise marked)

- Fax Or Email Prior to Mailing (\$10 fee)
 Federal Express Account No.
 Use our account number (\$25 fee)

Special Instructions:

*****PLEASE NOTE: FEES WILL BE CHARGED WHETHER THE REQUESTED
INFORMATION IS AVAILABLE OR NOT.

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With respect to information to be obtained from the records of the New York State Department of Motor Vehicles, please check the use or uses for which the information is requested, sign and date this inquiry at the bottom, and return to Servico, Inc. (this inquiry may be faxed to 518.463.3757):

Re:

- 1. For use by any government agency, including any court or law enforcement agency, in carrying out its functions, or any private person or entity acting on behalf of a Federal, State, or local agency in carrying out its functions;
- 2. For use in connection with matters of motor vehicle or driver safety and theft; motor vehicle emissions; motor vehicle product alterations, recalls, or advisories; performance monitoring of motor vehicles; motor vehicle parts and dealers; motor vehicle market research activities, including survey research; and removal of non-owner records from the original owner records of motor vehicle manufacturers;
- 3. For use in the normal course of business by a legitimate business or its agents, employees, or contractors, but only -a. to verify the accuracy of personal information submitted by the individual to the business or its agents, employees, or contractors; and b. if such information as so submitted is not correct or is no longer correct, to obtain the correct information, but only for the purposes of preventing fraud by, pursuing legal remedies against, or recovering on a debt or security interest against, the individual;
- 4. For use in connection with any civil, criminal, administrative, or arbitral proceeding in any Federal, State, or local court or 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 a Federal, State, or local court
- 5. For use in research activities, and for use in producing statistical reports, so long as the personal information is not published, redisclosed, or used to contact individuals;
- 6. For use by any insurer or insurance support organization, or by a self-insured entity, or its agents, employees, or contractors, in connection with claims investigation activities, antifraud activities, rating or underwriting;

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- 7. For use in providing notice to the owners of towed or impounded vehicles;
- 8. For use by any licensed private investigative agency or licensed security service for any purpose expressly permitted by the FEDERAL DRIVER'S PRIVACY PROTECTION ACT, 18 U.S.C. Section 2721 et seq.;
- 9. For use by an employer or its agent or insurer to obtain or verify information relating to a holder of a commercial driver's license that is required under the Commercial Motor Vehicle Safety Act of 1986 (49 U.S.C. App. 2710 et seq.);
- 10. For use in connection with the operation of private toll transportation facilities;
- 11. For any other use in response to requests for individual motor vehicle records if the motor vehicle department has provided in a clear and conspicuous manner on forms for issuance or renewal of operator's permits, titles, registrations, or identification cards, notice that personal information collected by the department may be disclosed to any business or person, and has provided in a clear and conspicuous manner on such forms an opportunity to prohibit such disclosures;
- 12. For bulk distribution for surveys, marketing or solicitations if the motor vehicle department has implemented methods and procedures to ensure that -c. individuals are provided an opportunity, in a clear and conspicuous manner, to prohibit such uses; and d. the information will be used, rented, or sold solely for bulk distribution for surveys, marketing, and solicitations, and that surveys, marketing, and solicitations will not be directed at those individuals who have requested in a timely fashion that they will not be directed at them;
- 13. For use by any requester, if the requester demonstrates it has obtained the written consent of the individual to whom the information pertains; or
- 14. For any other use specifically authorized under the law of the State that holds the records, if such use is related to the operation of a motor vehicle or public safety.

Signature of Requester

Date

SERVICO DMV PRICING FOR NEW YORK STATE

	<u>OUR FEE</u>	<u>DISBURSEMENT</u>
<u>ACCIDENT REPORT (OPERATOR or POLICE)</u> ¹	*35.00	
Rush (Man Waiting i.e. Same or next day service)	+15.00	
Search		10.00
Each Copy (e.g. Police report and two operator reps. = 45.00)		15.00
<u>CERTIFIED DOCUMENT RETRIEVAL</u> , Other than reports described above		
<u>ABSTRACTS</u> ² (Driving record; Vehicle registration record; Vehicle title record.)	**35.00	10.00@
Rush service available on driving records only.	+15.00	No additional
<u>COPIES</u> ³ (Driver license application; Conviction; Driver license suspension or revocation order; Drinking driver program completion certificate; Ticket/Summons; Vehicle registration/title application; Vehicle registration suspension order.	**35.00	11.00@
<u>CERTIFIED INSURANCE INFORMATION</u> ⁴	35.00	10.00
<u>FOR A SPECIFIC ACCIDENT DATE</u>		
(Required information essential for a request: Date of Accident; Year and Make of Vehicle; Plate Number; Registrants Name)		
<u>NON-CERTIFIED (COMPUTER) SEARCHES</u> ⁵	35.00	7.00
Information noted under "ABSTRACTS" in CERTIFIED DOCUMENT RETRIEVAL above may be available to our office by direct link to the Department of Motor Vehicles database. INSURANCE INFORMATION may also be available. Please note that each record searched incurs a \$7.00 disbursement charge. Our fee for first search on your request is \$35. Additional searches on the same request will be charged at a lower rate.		
<u>FEE TO FAX OR EMAIL RESULTS:</u>	10.00	
<u>OVERNIGHT SHIPPING (UPS or FED-X):</u>	25.00	
We will ship using your UPS or FED-X account number at no charge.		

*Multiple report (operator/police) requests for the same accident incur only one \$35 fee to us. Disbursement is dependent on number of reports available. **A \$5.00 Administrative Handling Fee is charged on each invoice issued.**

** Requests for multiple items regarding the same operator/vehicle/plate may incur only a one time \$35 fee to us. However, there will be a \$35 fee for each request form we need to complete for the Department of Motor Vehicles. **A \$5.00 Administrative Handling Fee is charged on each invoice issued.**

TIME FRAME INFORMATION

1. Approximately one week. See rush information included above.
2. Within one week. See rush information for Driving Abstracts included above.
3. Typically two weeks plus. No rush service available from the State.
4. Varies greatly. Generally seven to thirty days.
5. 24 to 48 business hours.

NOTE: OUR FEES AND STATE SEARCH FEES APPLY WHETHER OR NOT INFORMATION OR COPIES ARE AVAILABLE.