

New Hampshire Release Form Instructions

On page 1

- I. Select B if driver is not a commercial driver or C if driver is a commercial driver
- II. Do not fill in
- III. Check appropriate box
- IV. Fill in only if you have checked item C in section I
- V. Fill in

On page 2

- VI. Must be notarized by individual if the driver is not a commercial driver's license holder or if you have checked item B in section I

Leave blank the box marked "certification"

**RELEASE OF
MOTOR VEHICLE
RECORDS**

(Pursuant to RSA 260:14)



Account No. _____
**NH DEPARTMENT OF SAFETY
DIVISION of MOTOR VEHICLES**
10 Hazen Drive, Concord, NH 03305

Form DSMV 505 (Rev. 09/01)

<p>I. Requested Information: Are you requesting:</p> <p>A. <input type="checkbox"/> Your Motor Vehicle Record?</p> <p>B. <input type="checkbox"/> Another person's Motor Vehicle Record? <i>The back of this form must be completed and notarized.</i></p> <p>C. <input type="checkbox"/> Another person's Motor Vehicle Record as an authorized agent of your employer or a company? <i>A Certificate of Authority must accompany this request, or one must be on file with the Division of Motor Vehicles.</i></p>	<p>II. Requestor Information:</p> <p>Name of Requestor: _____</p> <p>Employer/Company (if applicable): _____</p> <p>Address: _____</p> <p>City: _____ State: _____ Zip: _____</p>
<p>III. Requested Records:</p> <p><input type="checkbox"/> Driver Record (Certified copy): \$10.00</p> <p><input type="checkbox"/> Driver Record(Non-Certified copy): \$ 7.00</p> <p><input type="checkbox"/> Driver Record (Insurance copy): \$ 7.00</p> <p><input type="checkbox"/> Registration Listing (Current Information Only): \$ 5.00</p> <p><input type="checkbox"/> Registration (Certified Copy): \$10.00</p> <p><input type="checkbox"/> Title Search: \$20.00</p> <p><input type="checkbox"/> License Applications and Letters of Verification: \$10.00</p> <p><input type="checkbox"/> Insurance Card (Accident use only): \$ 1.00</p> <p><input type="checkbox"/> Accident Report (Requestor will be notified of cost) \$ 1.00 (per page)</p> <p><input type="checkbox"/> Other: _____: \$ _____</p> <p align="center">Make checks payable to "State of NH - DMV"</p>	<p>IV. Intended Use of Information: <u>IMPORTANT: To be completed only if you checked Box C above</u></p> <p><input type="checkbox"/> For use in connection with any civil, criminal, administrative or arbitral proceeding. Docket # _____ [RSA 260:14 V (a)(2)].</p> <p><input type="checkbox"/> By a bank or similar institution to verify the accuracy of personal information submitted by the individual to the bank [RSA 260:14 V (a)(3)].</p> <p><input type="checkbox"/> For providing notice to the owner(s) of a towed or impounded vehicle [RSA 260:14 V (a)(5)].</p> <p><input type="checkbox"/> For use by any private investigative agency or security service licensed by this state for any purpose permitted pursuant to RSA 260:14, V(a), other than for bulk distribution for surveys, marketing or solicitations pursuant to RSA 260:14, V (a)(8) _____ [RSA 260:14 V (a)(6)]. <i>Indicate specific reasons here</i></p> <p><input type="checkbox"/> By an employer or its agent or insurer to obtain or verify information relating to a holder of a commercial driver's license [RSA 260:14 V (a)(7)].</p> <p><input type="checkbox"/> By a public utility to perform its public service obligation provided the individual has given their express consent [RSA 260:14, V (a)(9)].</p> <p><input type="checkbox"/> For an insurance company or by its authorized agent [RSA 260:14 IV (b)(2)].</p> <p><input type="checkbox"/> Vehicle information only (Non-title vehicle sold out of state).</p> <p><input type="checkbox"/> For use by a life insurance company authorized to write life insurance policies in New Hampshire, or its authorized agent. In checking off this box, I represent that the named person's written consent to the release of the record has been obtained and that the record will be used solely in connection with claims investigation, rating, and underwriting. _____ [RSA 260:14, V(a)(10)] <i>(Initial here)</i></p>
<p>V. Search For (provide all applicable information):</p> <p>Name: _____</p> <p>Date of Birth: _____</p> <p>Registration/Plate #: _____</p> <p>Driver License/I.D. #: _____</p> <p>Vehicle Identification #: _____</p>	<p>Last Known Address: _____</p> <p>Date of Accident: _____</p> <p>Location of Accident: _____</p> <p>Other Identification Information: _____</p>

***** Reverse Side Must Be Completed Before Processing *****

