



## INSTRUCTIONS

1. A \$5.00 non-refundable fee is required for each request. If the Bureau has no record for the information requested or the data supplied is insufficient, the fee will be applied to the cost of the search.
2. **PRINT OR TYPE** all requested information on front of form. Submitting **ONLY** a name or name and address does not provide enough information for a proper search of the vehicle files.

In order to protect the privacy of the citizens of the Commonwealth, a search on TAG Number only will not be completed. The application must also contain the name and address of the vehicle owner, the title number or the Vehicle Identification Number.

3. **If requesting your own record**, complete Sections A, C and D only. Notarization is NOT required.

If you currently own the vehicle but are requesting a Title History, you must complete Section F and have the application notarized.

4. **If requesting someone else's record**, complete Sections A, C, D, and either E or F.

5. **If requesting a record on behalf of another person**, complete Sections A, B, C, D, and either E or F.

### HOURS TO CALL FOR INFORMATION .... 7:00 A.M. TO 9:00 P.M.

IN STATE .....	1-800-932-4600
OUT-OF-STATE .....	(717) 391-6190
TDD IN STATE .....	1-800-228-0676
TDD OUT-OF-STATE .....	(717) 391-6191

6. Make check or money order payable to: "**Commonwealth of PA**".

**DO NOT SEND CASH.** Attach your check or money order and send to:

**Department of Transportation  
Bureau of Driver Licensing  
Vehicle Record Services  
P.O. Box 68691  
Harrisburg, PA 17106-8691**

## DESCRIPTION OF INFORMATION AVAILABLE

Vehicle record information is available for the past 10 years only

- **Title History** ..... A copy of the title transaction documents will be provided. **NOTE:** Sales tax and purchase price are considered confidential and will not be provided.
- **Odometer** ..... A copy of the title/renewal transaction will be provided. **NOTE:** Sales tax and purchase price are considered confidential and will not be provided.
- **Encumbrance** ..... Includes basic information listed above in addition to lienholder's name and address and expiration date.
- **Insurance** ..... A copy of the title/renewal transaction will be provided. **NOTE:** Sales tax and purchase price are considered confidential and will not be provided.
- **Basic** ..... Includes name, address, title number, tag, vehicle identification number (VIN), make and expiration date of tag.