



New Jersey Motor Vehicle Commission

SEND COMPLETED APPLICATION TO:
MOTOR VEHICLE COMMISSION
BUSINESS PARTNER MANAGEMENT
P.O. BOX 122
225 EAST STATE STREET
3RD FLOOR, EAST WING
TRENTON, NEW JERSEY 08666-0122

APPLICATION FOR STANDARD DATA FILE EXCHANGE PROGRAM

(Please Print or Type)

Name and Address of Company Requesting Info:

Company Contact Person/Title*:

* Copy of Person's Business Credentials AND Company's License to do Business or Certification of Incorporation Must Be Attached

Company Telephone Number:

Company Fax Number:

E-mail Address of Contact Person:

Nature of Company's Business Activity:

Please see the attached privacy laws. In your own words, state under what basis and for what purpose(s) you are seeking these records (be specific):

(continue on back)

Type of Records Requested (Check all Applicable)

Accident (10¢ per record)*

Registration (5¢ per record)*

Title (5¢ per record)*

Other

*An Administration Fee will also be charged for programming the removal of all personal identifiers and for monthly and quarterly updates.

Explain (be specific):

_____ (continue on back)

Date(s) of records requested: _____

Date records needed by: _____

Media preference for obtaining the data:

Secure File Transfer

Other _____

Format _____

Address(es) where information will be used and stored:

No. of persons who will use the MVC information: _____

Any third parties involved? Yes No

(explain on back)

I certify that I have read the attached "Drivers' Privacy Protection Act," N.J.S.A. 39:2-3.4(c), and that I will only use any personal information contained in the records I have requested as permitted by the Act. I hereby certify that all of the foregoing statements are true to the best of my knowledge. I understand that if any of the statements are false, I am subject to punishment.

Date: _____

(Ori

SIGNATURE OF AUTHORIZED COMPANY REPRESENTATIVE
ginal Signature Only – Signature Stamp Unacceptable)

(PRINT NAME)

(PRINT TITLE)

“PERSONAL INFORMATION” AS DEFINED BY N.J.S.A. 39:2-3.3

“Personal Information” means information that identifies an individual, including an individual’s photograph; social security number; driver identification number; name; address other than the five-digit zip code; telephone number; and medical or disability information, but does not include information on vehicular accidents, driving violations, and driver’s status.

USES PERMITTED AS SET FORTH IN N.J.S.A. 39:2-3.4

a. Notwithstanding the provisions of P.L.1963, c. 73 (C.47:1A-1 et seq.) or any other law to the contrary, except as provided in this act, the Division of Motor Vehicles and any officer, employee or contractor thereof shall not knowingly disclose or otherwise make available to any person personal information about any individual obtained by the division in connection with a motor vehicle record.

b. A person requesting a motor vehicle record including personal information shall produce proper identification and shall complete and submit a written request form provided by the director for the division's approval. The written request form shall bear notice that the making of false statements therein is punishable and shall include, but not be limited to, the requestor's name and address; the requestor's driver's license number or corporate identification number; the requestor's reason for requesting the record; the driver's license number or the name, address and birth date of the person whose driver record is requested; the license plate number or VIN number of the vehicle for which a record is requested; any additional information determined by the director to be appropriate and the requestor's certification as to the truth of the foregoing statements. Prior to the approval of the written request form, the division may also require the requestor to submit documentary evidence supporting the reason for the request.

In lieu of completing a written request form for each record requested, the division may permit a person to complete and submit for approval of the director or the director's designee, on a case by case basis, a written application form for participation in a public information program on an ongoing basis. The written application form shall bear notice that the making of false statements therein is punishable and shall include, but not be limited to, the applicant's name, address and telephone number; the nature of the applicant's business activity; a description of each of the applicant's intended uses of the information contained in the motor vehicle records to be requested; the number of employees with access to the information; the name, title and signature of the authorized company representative; and any additional information determined by the director to be appropriate. The director may also require the applicant to submit a copy of its business credentials, such as license to do business or certificate of incorporation. Prior to approval by the director or the director's designee, the applicant shall certify in writing as to the truth of all statements contained in the completed application form.

c. Personal information shall be disclosed 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 and dealers by motor vehicle manufacturers; and removal of non-owner records from the original owner records of motor vehicle manufacturers to carry out the purposes of the Automobile Information Disclosure Act, Pub.L.85-506, the Motor Vehicle Information and Cost Saving Act, Pub.L.92-513, the National Traffic and Motor Vehicle Safety Act of 1966, Pub.L.89-563, the Anti-Car Theft Act of [1992, Pub.L.102-519](#), and the Clean Air Act, Pub.L.88-206, and may be disclosed as follows:

(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 the 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 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.

(7) For use in providing notice to the owners of towed or impounded vehicles.

(8) 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," [49 U.S.C.App. § 2710](#) et seq.

(9) For use in connection with the operation of private toll transportation facilities.

(10) For use by any requester, if the requester demonstrates it has obtained the notarized written consent of the individual to whom the information pertains.

(11) For product and service mail communications from automotive-related manufacturers, dealers and businesses, if the division has implemented methods and procedures to ensure that:

(a) individuals are provided an opportunity, in a clear and conspicuous manner, to prohibit such uses; and

(b) product and service mail communications from automotive-related manufacturers, dealers and businesses will not be directed at individuals who exercise their option under subparagraph (a) of this paragraph.

d. As provided by the federal "Drivers' Privacy Protection Act of 1994," [Pub.L. 103-322](#), a person authorized to receive personal information under paragraphs (1) through (10) of subsection c. of this section may resell or redisclose the personal information only for a use permitted by paragraphs (1) through (10) of subsection c. of this section subject to regulation by the division. A person authorized to receive personal information under paragraph (11) of subsection c. of this section may resell or redisclose the personal information pursuant to paragraph (11) of subsection c. of this section subject to regulation by the division.

e. As provided by the federal "Drivers' Privacy Protection Act of 1994," [Pub.L. 103-322](#), a person authorized to receive personal information under this section who resells or rediscloses personal information covered by the provisions of this act shall keep for a period of five years records identifying each person or entity that receives information and the permitted purpose for which the information will be used and shall make such records available to the division upon request. Any person who receives, from any source, personal information from a motor vehicle record shall release or disclose that information only in accordance with this act.

f. The release of personal information under this section shall not include an individual's social security number except in accordance with applicable State or federal law.