

## **NOTICE OF PROPOSED GUIDANCE DOCUMENT**

### **Request Driver Record**

Pursuant to Wis. Stat. s. 227.112, the Wisconsin Department of Transportation is hereby seeking comment on Request Driver Record s.343, a proposed guidance document.

### **PUBLIC COMMENTS AND DEADLINE FOR SUBMISSION**

Comments may be submitted to the Wisconsin Department of Transportation for 21 days by:

1. Department's website:

<https://appengine.egov.com/apps/wi/dot/guidance-docs?guidDocId=DMV102>

2. Mailing written comments to:

Division of Motor Vehicles  
Wisconsin Department of Transportation  
4822 Madison Yards Way  
PO Box 7336  
Madison, WI 53707-7336

### **WEBSITE LOCATION OF FINAL GUIDANCE DOCUMENT**

The final version of this guidance document will be posted at [wisconsin.gov](http://wisconsin.gov) to allow for ongoing comment.

### **AGENCY CONTACT**

[DOTDMVGuidanceDocs@DOT.WI.GOV](mailto:DOTDMVGuidanceDocs@DOT.WI.GOV)



## State of Wisconsin Department of Transportation

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# Purchase your own driver record

How to apply

Motorcycle

Documentation requirements

Renewal and changes

Lost or stolen

Suspended or revoked

Occupational license

New residents

Driver license/ID cards

Commercial license

Teen drivers

Vehicles

- You may only use this service to purchase your own driver record, not the driver record of anyone else.
- This system allows you to download your driving record abstract using [Adobe Acrobat Reader](#). The abstract can then be printed and/or saved to your computer. You will not be mailed an abstract.
- You cannot cancel an online transaction nor receive a refund once the transaction is completed. Please verify that you have entered the information correctly, prior to completing

payment information.

- You will be charged \$5 for each record.
- If an address change is needed, you must [change your address](#) **prior** to beginning your driver record request.

## To use this online application

- You must currently hold (or have previously held) a Wisconsin driver license or identification card.

## Wisconsin driver record abstract (driving record)

- Contains your driving history for a specific period of time.
- Most entries remain on your record for five years, except for serious offenses or alcohol related convictions which remain on your record for 55 years.

## To request your driver record online you need:

- If available, your Wisconsin driver license number or Wisconsin identification card number, the last four digits of your Social Security number, and date of birth.
- If you do not know your driver license or identification card number, you will need to enter your proper name including first, last and middle initial, your complete Social Security number and date of birth.
- A valid credit or debit card (Visa, MasterCard, Discover or American Express)
  - For credit or debit card payments, your account will be charged a \$5 fee for the copy of the driver record and [convenience fee](#).

**Note:** Once the online transaction is completed you cannot cancel the transaction, nor receive a refund.

## Confidential information

ID card information and certain information on juveniles (such as convictions or withdrawals for juvenile alcohol and truancy) are confidential and will otherwise only be released to courts, law enforcement and, in some cases, parents or guardians. If you want this information to appear on your driver record abstract, you will need to submit a Driver Record Information Request form

[MV2896](#) and provide the following:

- Statement requesting the confidential information be included on your abstract
- Your name
- Your Wisconsin driver license number or Wisconsin identification card number
- Social Security number
- Date of birth

## Certified copies for courts

- This application does not certify records for use in court proceedings.
- If you need a certified copy of your vehicle record, please complete the Vehicle/Driver Record Information Request form  [MV2896](#) and submit it along with the appropriate fee to the address listed on the form.

**Note:** The Driver Privacy Protection Act (DPPA) is enforced by the U.S. Department of Justice, which may seek civil and criminal penalties for improperly obtaining, disclosing or using personal

information from a motor vehicle record for a purpose not permitted by the DPPA. In addition, private citizens may also seek civil damages in Federal Court. You must complete the Vehicle/Driver Record Information Request form [MV2896](#) to purchase the driver record of someone other than you.

**This service may not be available on Sundays from 6 a.m.–9 a.m. due to regular system maintenance.**

[Begin driver record request](#)

### For more information:

- [Financial responsibility](#)
- [WisDOT privacy and DMV privacy notices](#)
- [Reinstatement eligibility](#)
- [Renew your license plate](#)
- [Schedule a road test](#)
- [Where's my title?](#)

### Driver Information Section

P.O. Box 7983  
Madison, WI 53707-7983

**Email** [Wisconsin DMV email service](#)

**Phone** (608) 264-7447

**Fax** (608) 267-3812

#### Contact Information

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[Support](#)

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#### Forms/Notices

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