STATE OF INDIANA

FRANK O'BANNON, GOVERNOR

Gerald B. Coleman, Commissioner
BUREAU OF MOTOR VEHICLES
100 North Senate Avenue
Indianapolis, Indiana 46204
Telephone: (317) 233-6000

To Whom It May Concern:

Enclosed please find the new Vehicle/Watercraft Records Request Forms.

Reminders:

1. Please be sure to place an "X" in front of the category (on page 1 or 2) that describes the reason for obtaining records.

2. Sign and date page 2.

3. Provide as much information as possible on page 3. The more information that you can provide us, the more likely it is that we will be able to access the information that you need.

4. Page 4 provides a breakdown of the information available based on the type of request and the complete mailing address.

If you have questions, please feel free to call us at (317) 233-6000, press option 3, then 2, and then 2 again.

Sincerely,

The Watercraft Titling/Vehicle Records Section
Bureau of Motor Vehicles

REQUEST FOR VEHICLE / WATERCRAFT RECORDS

State Form 46449 (R2 / 9-97)
Approved by State Board of Accounts, 1998

PART I - Personal Information Request

"Personal information" consists of the following: name, address, Social Security number, driver's license number, medical or disability information, photographs, and telephone numbers. All other information will continue to be provided.

Place an "X" in front of the category that describes your reason for obtaining the records being requested and/or your relationship to the person(s) named in the records being requested. ***You may mark only one (1) category per request form.*** Only those persons who are listed below may receive personal information.

I AM:

- ☐ The person named in these records.* *(See Note on next page)*
- ☐ The parent or legal guardian of the minor person(s) named in these records.* *(See Note on next page)*
- ☐ A law enforcement official with an official need for these records.
- ☐ A court official with an official business need for these records.
- ☐ A representative of a local, state, or federal agency, or an elected local, state, or federal official with an official need for these records.
- ☐ The legal representative of the person(s) named. Attorney number _____ .
- ☐ An attorney not representing the person(s) named. These records are necessary for legal business the person(s) named. Attorney number _____ .
- ☐ An individual or representative of an organization which needs these record(s) in connection with a civil, criminal, administrative, or arbitration proceeding before a court, a government agency, or a self - regulatory body.
- ☐ A representative of the insurance industry or a self-insured entity. These records are necessary for claims investigation, antifraud activities, insurance rating, or underwriting.
- ☐ A representative of a private toll transportation service with a legitimate business need for this record(s).
- ☐ The employer of the person(s) or its representative. These records are necessary to comply with federal laws regarding commercial driver's licenses.* *(See Note on next page)*
- ☐ A representative of a licensed private investigator or security service which needs these records for a legitimate business purpose.
- ☐ An individual or representative of an organization which needs these records in the normal course of business. Personal information will be provided only to verify personal information provided by the requester. If the information provided by the requester is incorrect, the BMV will provide the correct information only if its disclosure is necessary to prevent the person(s) from committing fraud, for the pursuit of legal action or in connection with the collection of a debt or security interest.
- ☐ An individual or representative of an organization which will use these records to provide notice to owners of towed or impounded vehicles.
- ☐ An individual or representative of an organization which will use these records in regard to motor vehicle or driver safety and theft, motor vehicle emissions, product alterations, recalls or advisories, performance monitoring of motor vehicles, motor vehicle parts, or dealers, or the removal of non-owner records from the original owner records of motor vehicle manufacturers.

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☐ An individual or representative of an organization which will use these records for research activities and statistical reports. The personal information provided may not be published, re-disclosed, or used to contact the affected person(s).

☐ An individual or representative of an organization which has written permission to receive these documents from the person(s) or his or her parent or legal guardian if the person is a minor. A copy of the document granting this permission is attached. This document includes the name of the requester, a statement of permission for the Indiana Bureau of Motor Vehicles to release the personal information, the printed name and signature of the individual whose personal information is being obtained, and the date the permission was granted.* *(See **Warning** below)*

☐ A person required by law to give notice to a previous owner of a vehicle *(includes an applicant for a mechanic lien or affidavit of ownership title).* (See Note below)*

☐ **None of the above. Personal information regarding the person(s) will not be provided.**

* ***Note: For vehicle record purposes, only the personal information of the most recent owner of the vehicle will be provided.***

***WARNING*: Personal information may not be resold or re-disclosed for the purpose of distributing motor vehicle related surveys, marketing or solicitation.**

Under penalty of perjury, I swear or affirm that the above information is correct.

_____ _____

Signature of Requester **Today's Date *(day, month, year)***

Except as provided by statute, the records of the Indiana Bureau of Motor Vehicles are open to the public. All requests for records must be in writing. Please complete this application and submit it with the appropriate fees to obtain the Indiana title or registration record for the information on the vehicle or watercraft listed below. Records available and an explanation of information for each record are listed on the reverse side of this page.

NOTE: THE BUREAU OF MOTOR VEHICLES CANNOT DISCLOSE PERSONAL INFORMATION UNLESS REQUIRED BY A COURT ORDER OR INDIANA STATUTE.

Name of person or business making request (*first, middle, last*)	Telephone number (*include area code*) ( )
Mailing address (*number and street, city, state, ZIP code*)	

PLEASE COMPLETE THIS SECTION FOR VEHICLE INFORMATION REQUEST

Vehicle year	Vehicle make	Vehicle model	Vehicle type
Vehicle plate number	Plate type		Plate issue year
Vehicle ID number			
Name of registrant		*Registrant's Social Security number or Federal ID number	

PLEASE COMPLETE THIS SECTION FOR WATERCRAFT INFORMATION REQUEST

Year	Make	Model
Hull identification number		
Registration number		
Name of registrant		*Registrant's Social Security number or Federal ID number

PLEASE CHECK THE BOX NEXT TO THE TYPE OF RECORD(S) YOU ARE REQUESTING

☐ Title Inquiry ($4.00) Each OR ☐ Title History ($8.00) Each

☐ Registration Inquiry * ($4.00) Each OR ☐ Registration History ($8.00) Each

☐ Watercraft Verification Letter ($4.00) Each OR ☐ Sale Tax Verification ($8.00) Each

☐ Certification of Records ($4.00 PLUS ABOVE REQUESTED RECORD FEE) _____

* IF YOU NEED INSURANCE INFORMATION WITH YOUR VEHICLE **"REGISTRATION INQUIRY"**, PLEASE CHECK THIS BOX: ☐
THERE IS NO ADDITIONAL FEE, BUT THE REQUEST MAY BE DELAYED DUE TO RECORDS BEING OBTAINED FROM MICROFILM.

VEHICLE RECORD TOTAL

VEHICLE RECORD TOTAL DUE $	Make Cashier's checks, money orders or personal checks payable to:
DO NOT SEND CASH	**Indiana Bureau of Motor Vehicles**

*Your Social Security Number is being requested by this state agency. The request is voluntary and there will be no penalty if you choose not to provide it. However, failure to provide the number may limit our research capabilities.

TITLE INQUIRY
FEE: $4.00

A TITLE INQUIRY INCLUDES THE FOLLOWING:

1. Current owner, owners address* *(see Special Notes below)*
2. If vehicle has a lien, lienholder's name and mailing address
3. Vehicle information including year, make, model, type, vehicle identification number
4. Odometer reading and brand at time of title application
5. Vehicle purchase date

TITLE HISTORY **
(See Special Notes)
FEE: $8.00

A TITLE HISTORY INCLUDES ALL INFORMATION LISTED UNDER TITLE INQUIRY, PLUS THE FOLLOWING INFORMATION:

1. All information on previous Indiana owners (*up to 10 years*)
2. Proof of sales / use tax paid by current / prior Indiana owners

REGISTRATION INQUIRY
FEE: $4.00
(Current year or either of 2 previous years is considered an inquiry)

A REGISTRATION INQUIRY INCLUDES THE FOLLOWING:

1. Registrant's name and address* *(See Special Notes below)*
2. County and township of registration
3. Registration fees and county tax paid
4. Vehicle purchase date
5. Vehicle information including year, make, model, type, color, vehicle identification number
6. Vehicle plate number and expiration date

REGISTRATION HISTORY **
(See Special Notes)
FEE: $8.00

A REGISTRATION HISTORY INCLUDES ALL THE INFORMATION LISTED UNDER REGISTRATION INQUIRY, PLUS THE FOLLOWING INFORMATION:

1. All microfilm copies of registrations on file for previous 4 years for a registered owner

NOTE: TO ACQUIRE A REGISTRATION HISTORY, YOU MUST PROVIDE THE CURRENT AND PRIOR PLATE NUMBERS. IN SOME CASES PRIOR PLATE NUMBERS MAY NOT BE AVAILABLE.

RECORDS CERTIFICATION

IF YOU WISH TO HAVE YOUR REQUESTED RECORDS CERTIFIED, YOU MUST PAY AN ADDITIONAL $4.00 FEE. A CERTIFIED RECORD IS ADMISSIBLE IN A COURT OF LAW. THE RECORD IS CERTIFIED AS BEING A COPY OF THE ORIGINAL DOCUMENTS. THE $4.00 FEE IS ASSESSED PER VEHICLE. (*EXAMPLE: A REQUEST FOR A CERTIFIED TITLE RECORD AND A CERTIFIED REGISTRATION RECORD FOR THE SAME VEHICLE WOULD ONLY REQUIRE ONE (1) $4.00 FEE PLUS RECORD FEE*)

IF YOU HAVE QUESTIONS, FEEL FREE TO CALL (317) 233-6000

MAIL THE COMPLETED APPLICATION WITH FEES TO:

Indiana Bureau of Motor Vehicles
IGCN, Room N404
Vehicle Records Section
100 North Senate Avenue
Indianapolis, Indiana 46204

SPECIAL NOTES:

*All personal information will be withheld unless the requester has clearly marked a box in PART I of this form. Personal information includes the following: name, address, phone number, Social Security number, photographs, federal identification number, drivers license number, and medical or disability information.

** Vehicle title and registration information is purged and then destroyed after ten (10) years. If there is no activity on a title file for a period of five (5) years those records are also purged and destroyed.

NO REFUNDS

Fees are charged to cover the administrative costs of looking up the requested information. The fee is not determined by the amount of information returned to the requester.