



GEORGIA STATE FORM INSTRUCTIONS

The following information will assist you in completing the form to access MVRs in this state.

- Fill in your company's name on the first blank line provided.
- Fill in all blanks in **account information** fields completely.
- Be sure to include your *Insurance Information Exchange* Account Number.
- Sign and date the forms in the fields provided.
- Only a person who is authorized to execute contracts for your company should complete and sign this form.
- If you are requesting MVR's for **employment purposes**, please remember to have the signed release from the driver. (Effective July 1, 2006, the signed release is no longer required to be notarized.)
- Mail or fax signed form to:

Insurance Information Exchange
Attn: Compliance Department
3011 Earl Rudder Freeway S.
College Station, TX 77845

Fax No. (979) 696-2497

GEORGIA DEPARTMENT OF DRIVER SERVICES
BULK USER CERTIFICATION

**Complete this form to order Georgia
MVRs**

_____ certifies that for each driver record it requests, the information contained therein shall be used solely for the underwriting of insurance involving the driver and that it has on file an application for renewal of or amendment to insurance, or has written authorizations of the licensee on file.

In filing this certificate, the company agrees to the following provisions:

In the event that an adverse decision is based upon any information supplied to the company by the Department of Driver Services then upon request of the driver, this company or the producing agent will inform the named insured driver of all information pertinent to the decision. This provision is to be construed as requiring the company to include specific information included in the driver's operating record.

All information is requested only for this company's exclusive use. This company will not pass any information included in the motor vehicle report to any other person or company, except as provided in Rule 570-3-.13.

Any violation of the rules of applying for certification required by the Department of Driver Services or provisions of the Fair Credit Reporting Act, or any other applicable state or federal law will be sufficient grounds for the Department to refuse to issue any additional information on any other driver that the company may request. This administrative action by the Department will not be deemed to supersede any other sanctions prescribed by law, including, but not limited to, 1975 Ga. Laws, pp. 1021, 1022 (section 215 © of Georgia Code Title 68B), providing for twelve (12) months in prison or a fine of \$1,000.00 or both for violating rules and regulations concerning motor vehicle reports.

The Department of Driver Services has the right to check all records, files, reports, or any other materials deemed necessary to verify that the company filing this certificate has abided by all terms of the certificate and has not violated any rule of the Department of Driver Services, provision of the Fair Credit Reporting Act, the surety bond agreement, or any other applicable state or federal law, for the purpose of verifying information contained in the application package.

The burden of showing compliance with the provisions of this certificate is at all times on the company filing this certificate. Upon reasonable notice by the Department the company must be able to demonstrate such compliance.

Dated at _____ This _____ Date of _____, 20 _____.

Applicant _____

Type of Business _____

Address _____

Telephone _____

Email _____ Website _____

iiX Account Number _____

Signature of Person
Authorized to Sign Contract _____

Title _____