



PA Motor Vehicle Report

Instructions to order search

To order a PA Motor Vehicle Report, please follow these instructions:

1. Order the PA Motor Vehicle Report online through your NCS account.
2. Have the applicant complete the attached DL-503 Request for Driver Information.
 - a. ONLY complete Sections B, C & E.
 - b. Leave all other sections blank.
 - c. E-mail the completed form to support@nationalcrimesearch.com or fax to NCS at 800-571-6303.
3. Have the applicant complete the standard “Employee/Applicant Authorization” found under Forms & Downloads on the NCS site. Keep this form on file for your records.

The results will be uploaded to your online account and an e-mail will be sent to you as soon as the results are available. Please allow up to 1 week for results.

Contact NCS if you have any questions.

Phone: 888-527-3282

Fax: 800-571-6303

E-mail: support@nationalcrimesearch.com

Thank you for your business.

Sincerely,

NCS Customer Support

REQUEST FOR DRIVER INFORMATION

The most current version of this form can be found at www.dmv.state.pa.us

PLEASE TYPE OR PRINT IN BLUE OR BLACK INK

DO NOT SEND CASH • SEE REVERSE FOR INSTRUCTIONS



Bureau of Driver Licensing
P.O. Box 68695
Harrisburg, PA 17106-8695

CHECK (✓) ONE ONLY:

- BASIC INFORMATION: **\$5.00 FEE** (Driver history is **not** included)
- 3 YEAR DRIVER RECORD: **\$5.00 FEE**
- 10 YEAR DRIVER RECORD: **\$5.00 FEE** (Employment Purposes Only)

- CERTIFIED DRIVER RECORD: **\$10.00 FEE**
- COPY OF DOCUMENT FROM FILE (MICROFILM): **\$5.00 FEE**
- CERTIFIED COPY OF DOCUMENT FROM FILE: **\$10.00 FEE**

You may obtain a copy of your own 3 Year and/or 10 Year Driving Record on PennDOT'S Web site at www.dmv.state.pa.us

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