HOW CAN I REQUEST MY DRIVER RECORD?

District of Columbia residents, previous residents, and drivers who received a moving violation in the District may request a non-certified or certified copy of their three-year, five-year, ten-year, or full history driver record from the DC Department of Motor Vehicles (DMV) online at https://dmv.dc.gov/node/1119281.

A certified driver record is required for official purposes. You may also request a certified or non-certified copy of your driver record by visiting a DC DMV Service Center or by mail by sending a letter and the required documents and fees to:

DC DMV
Attn: Driver Records
PO Box 90120
Washington, DC 20090

When sending your request by mail, your letter should include your: full name, date of birth, Social Security number, and driver license number. Also, be sure to include a photocopy of your proof of identification. Make checks or money orders payable to DC Treasurer. DC DMV does not accept cash payments by mail.

In-person requests require proof of identification. For payment, DC DMV accepts credit cards, cash, checks, and money orders. The agency accepts Visa, MasterCard, American Express and Discover credit cards. The fees are $7 for a three- or five-year record and $13 for a 10-year or full record.

If you request your driver record online, you will be able to print it after the transaction is complete. Also, a copy will be sent to the email address you provide. If you request your driver record in-person, then you will receive it immediately. If you request your driver record by mail, you will receive it within 14 business days. To protect the privacy of individuals, DC DMV does not provide driver record information over the phone.

WHAT IS A DRIVER RECORD?

A driver record is a compilation of your driving history. It contains information about the District of Columbia driver license or identification card issued to you, including withdrawals, citations/violations, and points.

SERVICE CENTER LOCATIONS

BENNING RIDGE SERVICE CENTER
4525 Benning Road, SE
Washington, DC 20019
Hours: Tues, Thurs, Fri, Sat: 8:15am - 4pm
       Wed: 9:15am - 4pm
       Knowledge Exams: ends at 3pm

RHODE ISLAND SERVICE CENTER
2350 Washington Place, NE (Located in Rhode Island Row) Suite 112N
Washington, DC 20018
Hours: Tues, Thurs, Fri, Sat: 8:15am - 4pm
       Wed: 9:15am - 4pm
       Knowledge Exams: ends at 3pm

SOUTHWEST SERVICE CENTER
95 M Street, SW
Washington, DC 20024
Hours: Tues, Thurs, Fri, Sat: 8:15am - 4pm
       Wed: 9:15am - 4pm
       Knowledge Exams: ends at 3pm

GEORGETOWN SERVICE CENTER
3270 M Street, NW
Canal Level
Washington, DC 20007
Hours: Tues, Thurs, Fri, Sat: 8:15am - 4pm
       Wed: 9:15am - 4pm
       Knowledge Exams: ends at 3pm
WHAT INFORMATION DOES MY DRIVER RECORD CONTAIN?

1 PERSONAL INFORMATION
Personal information is the same information you will find in your driver license or ID card, such as full name, address, date of birth, and driver license number.

2 LICENSE/ID DETAILS
This section lists all licenses and IDs you have been issued by DC DMV.

LICENSE/ID DETAILS
- Vehicle Class: The types of vehicles you are licensed to drive. A full listing of available vehicle classes is provided at the end of the driver record.
- License/ID Type: The type of license or ID card you have been issued:
  - NCDL: Non-Commercial Driver License, which enables you to drive passenger vehicles.
  - CDL: Commercial Driver License.
- License/ID Number: The identification number listed in the upper left of your license or ID card.
- License/ID Status: Indicates the validity of the license or ID card. For example, valid, expired, canceled, or suspended.
- Original Issue Date: The date the license or ID card was first issued in the District of Columbia.
- Reissue/Issue Date: The date(s) the license or ID card was reissued, if applicable.
- Expiration Date: The date the license or ID card expired or will expire.
- License/ID Type: The type of license or ID card you have been issued.
- License/ID Number: The identification number listed in the upper left of your license or ID card.
- License/ID Status: Indicates the validity of the license or ID card. For example, valid, expired, canceled, or suspended.
- Original Issue Date: The date the license or ID card was first issued in the District of Columbia.
- Reissue/Issue Date: The date(s) the license or ID card was reissued, if applicable.
- Expiration Date: The date the license or ID card expired or will expire.

WITHDRAWALS
- Description: A short description of the reason for the withdrawal.
- Citation/Violation Number: The citation or violation number. The citation or violation number may be more than one. If there is more than one, the number is assigned by the issuing agency.
- Withdrawal Start Date: The date your license suspension, revocation, or disqualification period began.
- Withdrawal End Date: The date your license suspension, revocation, or disqualification period ended or will end. If this section reads INDEF (i.e., "indefinite"), the withdrawal does not have a mandatory period end date. If it is due to non-payment of a ticket, your license will be immediately reinstated once the fine and the reinstatement fee are paid.
- Withdrawal Status: The current status of the withdrawal, including suspended, revoked, cleared, or restored.
- Clearance Date: The date the withdrawal was restored and your license was reinstated.

DRIVER RECORD SAMPLE

<table>
<thead>
<tr>
<th>Date:</th>
<th>8-25-2014</th>
</tr>
</thead>
<tbody>
<tr>
<td>Name:</td>
<td>THOMAS ALEXANDER SAMPLECARD</td>
</tr>
<tr>
<td>Address:</td>
<td>1294 COMMERCIAL JOSHUA BARNEY DRIVE NE #1254 WASHINGTON DC 00000-0000</td>
</tr>
<tr>
<td>License Number:</td>
<td>1234567</td>
</tr>
<tr>
<td>Birth Date:</td>
<td>02/21/1966 Sex: MALE</td>
</tr>
<tr>
<td>Good Points:</td>
<td>0</td>
</tr>
<tr>
<td>Total Current Points:</td>
<td>0</td>
</tr>
<tr>
<td>License Type:</td>
<td>NCDL</td>
</tr>
<tr>
<td>ID:</td>
<td>REGULAR</td>
</tr>
<tr>
<td>Status:</td>
<td>SUSPENDED</td>
</tr>
<tr>
<td>Reissue:</td>
<td>12-03-2005</td>
</tr>
<tr>
<td>Issue:</td>
<td>12-05-2014</td>
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<tr>
<td>Expiration:</td>
<td>12-05-2022</td>
</tr>
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Convictions/Violations

<table>
<thead>
<tr>
<th>Citation/</th>
<th>Good Points</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Violation(s):</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Offense:</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Date:</td>
<td>08-25-2014</td>
<td>1</td>
</tr>
<tr>
<td>Location:</td>
<td>DC</td>
<td>1</td>
</tr>
<tr>
<td>Description:</td>
<td>FAIL TO GIVE FULL TIME AND ATTENTION</td>
<td>1</td>
</tr>
</tbody>
</table>

Summary of Good Points

| Credit Year: | 2012 |
| Good Points: | 3 |
| Good Points Added: | 0 |
| Good Points Applied: | 3 |
| Citation Number: | 1294567 |

CONVICTIONS/VIOLATIONS

1. Citation Date: The date the violation was issued.
2. Disposition Date: The date the ticket was paid or deemed liable for the violation.
3. Citation/Violation Number: The citation or violation number.
4. State: The jurisdiction in which the citation or violation was issued.
5. Description: A short description of the citation or violation.
6. Points: The number of points associated with the citation or violation.
7. Credits: The number of points that will be added to your license.
8. Reinstatement Fee: The amount of reinstatement fee.
9. Type of license or ID card you have been issued.
10. Type of license or ID card:
    - NCDL: Non-Commercial Driver License
    - CDL: Commercial Driver License

SUMMARY OF GOOD POINTS

1. Credit Year: The calendar year in which the Good Points were earned.
2. Good Points: The number of accrued Good Points for the given calendar year.
3. Good Points Added: The date the Good Points were added to your driver record.
4. Good Points Applied: The date the Good Points were applied to your driver record.
5. Citation Number: The citation or violation number to which a used Good Point was applied.

DC DMV allows DC license holders to obtain Good Points. You receive one Good Point for every calendar year in which you do not receive a moving violation. Good Points accrue at the beginning of each year for the previous year. Good Points are automatically applied to the oldest moving violation on your driver record and reduce the total points for that violation, as well as your total points overall. Good Points are not applied to major moving violations. Unused Good Points expire in five years. You can maintain up to a maximum of five Good Points on your driver record.

April 2018