



DEPARTMENT OF TRANSPORTATION
DRIVER AND MOTOR VEHICLE SERVICES
1905 LANA AVE NE, SALEM OREGON 97314

INDIVIDUAL'S REQUEST FOR NATIONAL DRIVER REGISTER (NDR) FILE CHECK

INSTRUCTIONS:

1. You can only order a file check of the National Driver Register (NDR) for your own driving record.
2. There is no charge for making an inquiry of the NDR for your own driving record.
3. Completely fill out all portions of this form.
4. You must sign this form before a notary and have it duly notarized.

AFTER COMPLETING
THIS FORM MAIL IT TO: 

**National Driver Register
Nassif Building
400 7th Street SW
Washington DC 20590**

5. If the NDR has a record on you, the NDR will copy the full record and will send it to you, including any older records which may have contained a reason for license cancellation, denial, revocation, or suspension. In addition, if the NDR has disclosed such information, the recipient of the information will also be identified. The NDR will provide name and address of the State driver licensing official for each State listed as having reported information on you to the NDR.

● The National Driver Register (NDR) contains only a listing of names and related identification, provided by State driver licensing officials, of those drivers whose driver licenses have been canceled, denied, revoked, or suspended or who have been convicted of certain serious traffic violations. The NDR does not contain a list of any other drivers. If you have **not** had a driver license canceled, denied, revoked, or suspended or have **not** been convicted of serious traffic violations, you would not be listed in the NDR. Every individual is entitled, however, to request a check of the NDR records to determine whether they appear on the NDR file. The NDR will respond to every valid NDR inquiry.

● The record content for those persons who are listed in the NDR files is limited to identification of the state(s) which have taken action to cancel, deny, revoke, or suspend or have records of conviction of serious traffic violations. Any specific information about the driver history, or a request for the entire driver history, may be obtained only from the state(s) where the detailed information is recorded. The state(s) maintaining records are the (only) contacts able to correct records in error, and the NDR will correct its pointer records when so advised by a state indicating that a report previously made to the NDR is in error.

TYPE OR PRINT PLAINLY ● NDR CANNOT PROCESS INQUIRIES THAT CANNOT BE READ

FULL LEGAL NAME (FIRST, MIDDLE, AND LAST)

OTHER NAMES USED (MAIDEN, PRIOR NAME, NICKNAME, PROFESSIONAL NAME, OTHER)

MAILING ADDRESS: NUMBER AND STREET WITH APARTMENT OR RURAL ROUTE/CARRIER & BOX NUMBER

HOME TELEPHONE (OPTIONAL)

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CITY, STATE AND ZIP CODE

WORK TELEPHONE (OPTIONAL)

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DRIVER LICENSE NUMBER AND STATE

SOCIAL SECURITY NUMBER (OPTIONAL)

DATE OF BIRTH (MONTH - DAY - YEAR)

SEX

COLOR OF EYES

HEIGHT

WEIGHT

DRIVER'S SIGNATURE

X

DATE

**YOU MUST SEND COMPLETED
REQUESTS DIRECTLY TO THE
NATIONAL DRIVER REGISTER AT
THE ADDRESS SHOWN ABOVE.**

NOTARY

Subscribed and sworn before me this

_____ day of _____ 19_____

My commission expires _____

X

SIGNATURE OF NOTARY PUBLIC