

Georgia Bulk Requestor Package Must Include:

Georgia Department of Driver Services Application for Motor Vehicle Records (1 page)

- Must include full legal signature of the corporate officer.

Facilitator Addendum to the Bulk Requestor Agreement (1 page)

- Must include full legal signature of the corporate officer.

Bulk Requestor Agreement (10 pages)

- Complete the Agreement in its entirety which must include full legal signature of the corporate officer.

DDS Bulk Requestor Certificate (2 pages)

- Must include full legal signature of the corporate officer.

Company Business License, Professional License, Occupational License and/or Private Investigator's License

- The Georgia Department of Driver Services will not approve your account if the required documentation of one of these licenses is not provided with your application.
- All state fees must be paid for the current year and the business license must be dated. If your license will expire during the certification period, a new license must be sent into the DMVS MVR Unit, or your account will be disabled. Out of state companies must provide the phone number of the Secretary of State and the county licensing office for the state in which they do business.

*All entries including signatures must be legible. No photocopies or facsimiles will be accepted.

Mail the original Georgia Bulk Requestor Package to Softech International at:

Softech International Inc
Compliance/GA MVR
13501 SW 128th Street, Suite 111
Miami, FL. 33186

IMPORTANT: Do not mail the package to Georgia Driver Division Services. Softech will mail it to DDS.

1. Georgia Driver Division Services will review your application. Incomplete application will not be certified. **If your package is incomplete, it will be returned to your office with a letter stating why it was returned.**
2. If the application is denied, a letter of denial will be sent to you outlining the reasons why.
3. **If the application is accepted, DDS will mail a certification notice/information letter to you. Included in this package will be your "Customer ID", "User ID", and "Password". This certification notice must be provided to Softech for continued access to Georgia Driving Records.** This notice may be faxed to Softech at 305.253.1440.
4. Users will be notified by e-mail (if provided) when the account is activated.

I certify that I have read the above statements and have included all documents required by the State of Georgia for approval to retrieve Motor Vehicle Records.

Signature

Title

Print Name

Date

GEORGIA DEPARTMENT OF DRIVER SERVICES

Attn: Bulk MVR
P.O. Box 80447
Conyers, Ga. 30013
678-413-8847

APPLICATION FOR MOTOR VEHICLE RECORDS

Company Name: _____ FEIN: _____

Company Rep./Individual Name: _____ Existing Customer ID: _____

Mailing Address: _____

City: State: Zip Code: _____

Billing Address: _____

City: State: Zip Code: _____

Telephone Number: _____ Fax Number: _____

Type of Business: (Select only one)

Court _____ Financial Institution _____ Insurance _____ Law Enforcement _____
School _____ City Government _____ County Government _____ Fire Dept. _____ Car Rental _____
Corporation _____ State Agency _____ Other _____

Type of Certification Requested: (Select only one)

Internet User _____ Bulk Requestor _____ Bulk User _____

Purpose For Requesting MVRs: (Select all that applies)

Motor Vehicle Insurance _____ Motor Vehicle Limited Rating Information _____ Other Insurance _____
Credit _____ Rental Car Agency _____ Other _____
Employment (own employees) _____ Employment (background check done for hire) _____

Security Question: (Answer only one of the following questions)

What is your mother's maiden name? Answer: _____
What is your pet's name? Answer: _____
What is your favorite color? Answer: _____
What is your favorite food? Answer: _____
What is your birth month? Answer: _____

E-mail Address: _____

Do you have a contract with a state agency that requires you to request MVRs? Yes _____ No _____

If so, you will need to send in a copy of that contract with your signed application.

By signing this application, I hereby certify the above information is true and correct and the information obtained will be used for the purpose stated above and in accordance with the Fair Credit Reporting Act.

SIGNATURE

DATE

PRINTED NAME OF APPLICANT

TITLE

**FACILITATOR ADDENDUM TO THE
BULK REQUESTOR AGREEMENT
BETWEEN
GEORGIA TECHNOLOGY AUTHORITY
AND**

For the purpose of promoting the legal and proper purchase and sale of abstracts and MVR's, and other good and valuable consideration, the receipt of which is hereby acknowledged by the parties, the GeorgiaNet Division of the Georgia Technology Authority and _____, hereinafter referred to as "Bulk Requestor" and _____, hereinafter referred to as "Third-Party Transaction Facilitator" wish to add the following term(s) to the Bulk Requestor Agreement dated _____, _____:

Further Agreed:

The Bulk Requestor anticipates utilizing the services of a "Third-Party Transaction Facilitator." The sole function of the Third-Party Transaction Facilitator shall be to provide the Bulk Requestor with technical assistance in accessing and retrieving abstracts and MVR's for a fee. As a Third-Party Transaction Facilitator assisting the Bulk Requestor, the Third-Party Transaction Facilitator agrees to be bound by the restrictions and limitations contained in this Bulk Requestor Agreement and furthermore, agrees not to retain, use or sell abstracts or Motor Vehicle Reports obtained by the Bulk Requestor through the services of the Third-Party Transaction Facilitator. This does not relieve Bulk Requestor of its responsibilities under Section 10 of the Bulk Requestor Agreement.

Bulk Requestor: _____

Third-Party Facilitator: _____

By: _____

By: _____

Name: _____

Name: _____

Title: _____

Title: _____

Date: _____

Date: _____

Georgia Technology Authority

Third Party Facilitator Address:

By: _____

Name: Roosevelt Council

Title: Senior Finance Officer

Date: _____

AGREEMENT
BETWEEN
GEORGIA TECHNOLOGY AUTHORITY
AND

This Bulk Requestor Agreement ("Agreement") is entered into by and between the GeorgiaNet Division of the Georgia Technology Authority, hereinafter referred to as "GTA," and _____, hereinafter referred to as "Bulk Requestor," with its principal office at:

GTA and Bulk Requestor shall be collectively referred to as the "parties."

WHEREAS, pursuant to O.C.G.A. § 40-5-2, GTA has the authority to contract for the electronic furnishing of certain records maintained and compiled by the Georgia Department of Driver Services for certain specific statutory purposes; and

WHEREAS, Bulk Requestor desires to obtain abstracts of multiple driver records of individuals licensed by the Georgia Department of Driver Services for specific uses related to motor vehicle insurance or employment information verification as allowed under Georgia Law;

NOW THEREFORE, in consideration of the promises and agreements hereinafter set forth, the parties hereby agree as follows:

1. Purpose

The purpose of this Agreement is to set out the terms and conditions under which GTA will disclose to Bulk Requestor certain information contained within the official driver records maintained and compiled by the Georgia Department of Driver Services. The use of said driver records information shall be exclusively in connection with either the:

- (i) claims investigation, antifraud activities, rating, or underwriting of motor vehicle insurance; or
- (ii) verification of information provided by the individual whose record is being requested pursuant to a credit agreement; or,
- (iii) verification of information provided by the individual whose record is being requested as part of an employment process.

Information released to the Bulk Requestor under this Agreement is subject to limitations imposed by O.C.G.A. § 40-5-2, the rules and regulations promulgated by the Georgia Department of Driver Services, and the provisions set forth within this Agreement. Such limitations include, but are not limited to, any written authorizations or consents required by the Georgia Department of Driver Services or by law.

2. Definitions

- a. "MVR" or "Motor Vehicle Record" or "Record" shall mean the applicable abstract of an individual Driver's Record licensed to Bulk Requestor under this Agreement. Pursuant to O.C.G.A. § 40-5-2, the contents of the abstract will vary according to the use for which the abstract is requested.

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- b. "Bulk Requestor" shall mean the party entering into this Agreement who is certified as a Bulk Requestor by the Georgia Department of Driver Services as evidenced by GTA's receipt of a valid copy of the entity's Bulk Requestor Certificate from the Georgia Department of Driver Services.
- c. "Bulk User Client" shall mean a client of Bulk Requestor from whom Bulk Requestor maintains on file a valid Bulk User Certificate showing that the client is a designated Bulk User entity, as designated by the Georgia Department of Driver Services.

3. License

- a. *License Grant.* During the term of this Agreement, subject to the terms and conditions stated herein, GTA grants Bulk Requestor a nonexclusive, nontransferable limited license to access and retrieve certain MVRs contained in GTA's Database, at such times as GTA makes said MVRs available to Bulk Requestor; and a limited license to resell those MVRs to designated Bulk Users solely for their own internal business purposes allowed under O.C.G.A. § 40-5-2 and the rules and regulations promulgated by the Georgia Department of Driver Services and its successors.
- b. *Limitation of License.* Except as specifically provided herein, no MVR, either in whole or in part may be copied, downloaded, stored, published, transmitted or otherwise disclosed, in any form or by any means, except as may be temporarily required to transfer MVRs to a Bulk User Client or as may be required for a specific period of time by federal or state law, without the express written consent of the Georgia Department of Driver Services.
- c. *Ownership of Records.* Except for the license granted herein, all rights, title and interests in the MVRs in all languages, formats and media throughout the world are and shall continue to be the exclusive property of the Georgia Department of Driver Services.

4. MVR Requests and Obligations

- a. Subject to terms and conditions set forth in this Agreement, GTA shall provide to Bulk Requestor such MVRs as are properly requested in an electronic format as specified by GTA.
- b. Each request for an MVR submitted by Bulk Requestor shall include: (i) the driver's name, (ii) date of birth, (iii) license number or Social Security Number, (iv) use or purpose in requesting the MVR, (v) length of time for which the MVR is sought (3 or 7 year record), and (vi) all parties who will receive the report.

5. Restrictions on Use of Records

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- a. Bulk Requestor shall take all necessary measures to ensure that the MVRs requested and received by Bulk Requestor shall be exclusively used for the purposes of:
- (i) claims investigation, antifraud activities, rating, or underwriting of motor vehicle insurance; or
 - (ii) verification of information provided by the individual whose record is being requested pursuant to a credit agreement; or,
 - (iii) verification of information provided by the individual whose record is being requested for employment or pre-employment information verification purposes.

All such uses shall be subject to limitations imposed by O.C.G.A. § 40-5-2, the rules and regulations promulgated by the Georgia Department of Driver Services, and the limitations set forth in this Agreement.

- b. Bulk Requestor shall only disclose, supply, or resell MVRs to clients of Bulk Requestor provided that (i) such clients are "Bulk User Clients" as designated by the Georgia Department of Driver Services; and (ii) Bulk Requestor obtains from each such Bulk User Client a valid executed Bulk User Certificate, signed by a representative of the customer authorized to bind said customer, and provides such executed certificate to the Georgia Department of Driver Services prior to disseminating any portion of the Data to such Bulk User Client.

6. Audit

- a. Bulk Requestor's documentation supporting the reason for the Record request, including but not limited to transaction details, client agreements, computer software and programs maintained for the purposes defined in this agreement, shall be subject to inspection, review or audit by GTA, the Georgia Department of Driver Services or their respective representatives for a period of four years from the date of the request at no cost to GTA or the Georgia Department of Driver Services. Bulk Requestor agrees to accommodate GTA's or the Georgia Department of Driver Services's request for an inspection, review or audit on one business day's notice and to allow on-site audits during regular business hours.
- b. Bulk Requestor shall maintain a log containing a record of each request for a MVR for a period of four years from the date of the request. The log shall be immediately available for review at GTA's or the Georgia Department of Driver Services's request. Bulk Requestor shall provide an electronic or "hard" copy of such log upon request. The log format shall provide the following in the order presented: (i) Date of request, (ii) all information specified in **Section 4(b)** of this Agreement, and identity of person/entity to whom the information was provided.

7. Representations and Warranties

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- a. Bulk Requestor represents and warrants that it is a Bulk Requestor as designated by the Georgia Department of Driver Services, and as evidenced by a copy of the Bulk Requestor certificate transmitted to GTA by the Georgia Department of Driver Services, which is appended to this Agreement as Attachment A.
- b. Bulk Requestor warrants that it will maintain its Bulk Requestor status by timely filing a Bulk Requestor certification application at least yearly with the Georgia Department of Driver Services. Bulk Requestor acknowledges that their status as a Bulk Requestor is dependent on GTA receiving evidence of such designation from the Georgia Department of Driver Services. Failure to be recertified or loss of Bulk Requestor certification shall be grounds for immediate termination of this Agreement under Section 8a. below.
- c. Bulk Requestor warrants that it shall take all measures necessary to ensure that the MVRs supplied to Bulk Requestor by GTA will not be divulged, supplied, sold, assigned or transferred to anyone other than authorized Bulk User Clients of Bulk Requestor.
- d. Bulk Requestor warrants that it shall take all measures necessary to ensure that Bulk Requestor's Bulk User Clients use the MVRs transferred to them solely for their internal business purposes authorized under Georgia Law and that said Bulk User Clients do not transfer MVRs to another party.

8. Remedies

- a. Any breach by Bulk Requestor of the representations, warranties, restrictions, terms, or conditions contained in this agreement constitutes a material breach and shall be grounds for GTA, in its sole discretion, to suspend the services provided by GTA under this Agreement or terminate this Agreement immediately and without notice. Bulk Requestor acknowledges that certain breaches by Bulk Requestor may result in criminal liability.
- b. Bulk Requestor agrees and acknowledges that a breach of material term(s) of the Agreement shall cause immediate and irreparable harm and damage to the State of Georgia, in which event GTA, the Georgia Department of Driver Services and/or the State of Georgia shall be immediately entitled to injunctive relief and a return of all Licensed Records without any rebate of any fees or payments, in addition to any other rights and remedies to which it may be entitled, at law or in equity.
- c. If Bulk Requestor does not make timely payments under the provisions of **Section 10** of this Agreement, GTA may terminate this Agreement or suspend the services provided under this Agreement to Bulk Requestor until such time as Bulk Requestor pays to GTA the full amount due to it. GTA will charge Bulk Requestor one and one-half percent (1.5%) interest per month on its unpaid balance or may exercise any other remedies provided by law.

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- d. The remedy of termination of this Agreement or release of GTA from the obligations of the Agreement afforded to GTA under the various provisions of this Agreement shall not be deemed to be an exclusive remedy, but rather shall be in addition to all other remedies which may be available to GTA. Termination of this Agreement shall release GTA from any and all obligations under this Agreement, but shall not bar GTA from pursuing any remedies it would otherwise have against Bulk Requestor.
- e. Failure to maintain or revocation of an entity's Bulk Requestor certification by the Georgia Department of Driver Services shall be grounds for GTA to immediately terminate or suspend the services provided under this Agreement.

9. Term

- a. This Agreement will become effective on the date it is signed and accepted by GTA, superseding and replacing any and all existing Agreements with Bulk Requestor for the services and subject matter contained herein.
- b. This Agreement will continue in force until terminated by either party upon thirty (30) days' written notice to the other party or if otherwise terminated under the terms of this Agreement.

10. Charges and Payment Procedures

- a. Bulk Requestor shall compensate GTA according to the following schedule:
 - (i) \$6.00 per request for each three (3) year MVR requested
 - (ii) \$8.00 per request for each seven (7) year MVR requested
- b. Each month GTA will send to Bulk Requestor an invoice for all charges incurred by Bulk Requestor during the preceding month, subject to adjustments, if any. Within thirty (30) days of receipt of any invoice, Bulk Requestor will pay to GTA the full amount payable thereunder. If Bulk Requestor does not make timely payment, GTA may terminate this Agreement or suspend the services provided under this Agreement to Bulk Requestor until such time as Bulk Requestor pays to GTA the full amount due to it. GTA will charge Bulk Requestor one and one-half percent (1.5%) interest per month on its unpaid balance or may exercise any other remedies provided by law.
- c. GTA will make an appropriate adjustment to any amount paid or payable by Bulk Requestor for any use of the services which results in faulty retrieval or a loss of retrieved data, except that caused by improper use of the services by Bulk Requestor; provided, however, that Bulk Requestor reports to GTA any such loss immediately upon discovery. These obligations are the full extent of GTA's responsibility to Bulk Requestor for loss; AND IN NO EVENT WILL GTA BE LIABLE TO BULK REQUESTOR FOR GENERAL, CONSEQUENTIAL, INCIDENTAL, EXEMPLARY, SPECIAL OR LIKE DAMAGES RESULTING IN

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WHOLE OR IN PART FROM BULK REQUESTOR'S USE OF THE SERVICES OR RECORDS PROVIDED UNDER THIS AGREEMENT.

11. Indemnification

- a. Bulk Requestor agrees to indemnify the "State" and to hold it harmless from all loss and liability, in any way caused, in whole or in part, by act or omission of Bulk Requestor in connection with this Agreement.

For purposes of this indemnification,

"State" means the Georgia Technology Authority, the Georgia Department of Driver Services, all other departments and units of the state government, all state instrumentalities, and all their officers and employees, plus the insurance programs of the Department of Administrative Services established for their protection.

"Bulk Requestor" includes successors, assigns, and all Bulk User Clients on whose behalf Bulk Requestor submits Record requests. In the clause, "caused, in whole or in part, by act or omission of Bulk Requestor," "Bulk Requestor" also includes Bulk Requestor's subcontractors, all others acting on their behalf, and their officers and employees.

This obligation survives the expiration and termination of the Agreement, the dissolution of the Bulk Requestor and, to the extent allowed by law, the bankruptcy of the Bulk Requestor.

- b. The Georgia Tort Claims Act will be the exclusive remedy for any loss or liability within its terms. However, upon demand, Bulk Requestor will promptly reimburse the following for any payments made by them, which are covered by Bulk Requestor's obligation to indemnify: the State Tort Claims Trust Fund, the State Authority Liability Trust Fund, the State Employee Broad Form Liability Fund, the State Insurance and Hazard Reserve Fund, and other self-insured funds (all such funds hereinafter collectively referred to as the "Funds") established and maintained by the State of Georgia Department of Administrative Services Risk Management Division (hereinafter "DOAS").

This indemnification applies even if the State is partially responsible for the situation giving rise to the claim, but not if the State is solely responsible.

12. Disclaimer of Warranties

THE RECORDS AND SERVICES PROVIDED BY GTA UNDER THIS AGREEMENT ARE PROVIDED AS IS WITHOUT WARRANTY AS TO ACCURACY OR COMPLETENESS. TO THE FULL EXTENT PERMITTED BY APPLICABLE LAW, ALL CONDITIONS, WARRANTIES, REPRESENTATIONS, LIABILITIES AND OBLIGATIONS, WHETHER EXPRESSED OR IMPLIED, ARISING FROM NEGLIGENCE OR IMPOSED BY STATUTE OR OTHERWISE IN RESPECT TO THE SUPPLY OF MVRs OR ANY RELATED SERVICES

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HEREUNDER, INCLUDING ANY CONDITIONS OR IMPLIED WARRANTIES OF MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE OR AS TO CORRESPONDENCE WITH DESCRIPTION, ARE HEREBY DISCLAIMED BY GTA.

13. Relationship of Parties

The relationship of GTA and Bulk Requestor established by this Agreement is of licensor and licensee/independent contractors, and nothing in this agreement shall be construed: (1) to give either party the power to direct or control the daily activities of the other party or (2) to constitute the parties as principal and agent, employer and employee, franchiser and franchisee, partners, joint venturers, co-owners, or otherwise as participants in a joint undertaking. GTA and Bulk Requestor understand and agree that GTA does not grant Bulk Requestor the power or authority to make or give any agreement, statement, representation, warranty or other commitment on behalf of GTA or to enter into any contract or otherwise incur any liability or obligation, express or implied, on behalf of GTA, or to transfer, release or waive any right, title or interest of GTA, except as expressly allowed within this Agreement.

14. Force Majeure

The parties hereto shall not be responsible for any failure or delay in the performance of any obligations hereunder caused by Acts of God, flood, fire, war or public enemy.

15. Waiver and Severability

No failure, delay in exercising or enforcing any right or remedy hereunder by GTA shall constitute a waiver of any other right or remedy, or future exercise thereof. If any provision of this Agreement is determined to be invalid under any applicable statute or rule of law, it is to that extent deemed to be omitted, and the balance of the Agreement shall remain enforceable.

16. Taxes

All federal state, local and other taxes due, if any, under this Agreement, shall be the responsibility of the Bulk Requestor.

17. Compliance with all Laws

Bulk Requestor shall comply with all laws, ordinances, rules and regulations of any governmental entity pertaining to its performance pursuant to this Agreement, including, but not limited to 18 U.S.C. § 2721, and the rules and regulations as are now, and as may be promulgated by the Georgia Department of Driver Services.

18. Choice of Law

This Agreement shall be governed by the laws of the State of Georgia, without application of conflicts of laws principles. Any suit brought pursuant to this

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Agreement against the State of Georgia or GTA shall be filed exclusively in Fulton County, Georgia, and in no other jurisdiction.

19. Authority

Bulk Requestor acknowledges it has full power and authority to enter into and perform this Agreement, and the person signing on behalf of Bulk Requestor has been properly authorized and empowered to enter into this Contract. Each party further acknowledges that it has read this Agreement, understands it, and agrees to be bound by it.

20. Assignment

Performance under this Agreement shall not be assigned or subcontracted without the prior written consent of GTA.

21. Headings

The paragraph headings used in this Agreement are for reference purposes only and shall not be deemed a part of this Agreement.

22. Amendments in Writing

No amendment to this Agreement shall be effective unless it is in writing and signed by the parties.

23. Notice

All notices under this Agreement shall be deemed duly given upon delivery, if delivered by certified mail to the party at the address set forth as follows:

GTA:

Georgia Technology Authority
47 Trinity Avenue
Atlanta, Georgia 30334
Attn: Office of Data Sales

Bulk Requestor:

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24. Survival

The respective rights and obligations of the parties under **Sections 5, 6, 7, 8, 10, 11, and 12** shall survive any termination or expiration of this Agreement.

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25. Entire Agreement

This Agreement constitutes the entire agreement between the parties with respect to the subject matter; all prior agreements, representations, statements, negotiations and undertakings, are superseded hereby.

IN WITNESS WHEREOF, each party, by its respective officers authorized so to do, has executed this Agreement.

AGREED:

Georgia Technology Authority

Bulk Requestor: _____

By: _____

By: _____

Name: Ivan Sumter

Name: _____

Title: Director, Office of Data Sales

Title: _____

Date: _____

Date: _____

**GEORGIA DEPARTMENT OF DRIVER SERVICES
BULK MVR REQUESTOR CERTIFICATE**

Name:			
Address:			
City:	State:	Zip Code:	
Telephone #:	Fax #:	Email:	

The company or individual named above certifies that it shall obtain driving records on behalf of Users. The Requestor shall submit a Bulk MVR User Certificate to the Department of Driver Services (DDS) for each User availing itself of the Requestor's access to the DDS' driving records.

For each driving record requested, the information contained therein shall be used by the Requestor's Users solely for one of the following approved purposes: insurance claims investigation, insurance antifraud activities, insurance rating, insurance underwriting, car rental agreements, address verification by creditors, or background investigations by employers or applicants for employment.

In the event that an adverse decision is based upon any information supplied to the company by the DDS, then upon request of the driver named in the driving record, the User or the Requestor shall inform the named driver of all information pertinent to the decision. This provision is to be construed as requiring the User or Requestor to include specific information included in the driver's operating record.

All information is requested only for the exclusive use of the Requestor's Users. Neither the Requestor, nor its Users, shall not share, sell or otherwise disseminate any information included in the motor vehicle report to any other person or company, except as provided in O.C.G.A. §40-5-2, 18 U.S.C. §2721, *et seq.*, Ga. Admin. Comp. Ch. 375-3-8-.03, any other applicable provision of law, or as provided herein.

Any violation of the rules, laws or agreements applicable to the access provided herein to the User shall be considered sufficient grounds for the DDS to refuse to release any additional information on any other driver that the Requestor may request. This administrative action by the DDS shall not be deemed to supersede any other sanctions prescribed by law, including, but not limited to, any applicable civil or criminal penalties.

The DDS has the right to inspect and copy all records, files, reports, or any other materials deemed necessary to verify that the Requestor and its Users have abided by all terms of the certificate unless such access is prohibited by law.

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

Requestors obtaining driving records for any of the aforementioned insurance purposes shall only do so if its Users have an application for insurance or renewal thereof for each driver who is the subject of such records. Requestors obtaining driving records for Users to conduct background investigations on their employees or applicants for employment must obtain the written consent of each licensee whose driving record is requested.

Access granted to this Requestor's Users shall cease immediately if the DDS terminates the Requestor's access to driving records for any reason.

Termination, non-renewal, or expiration of the Requestor's agreement with the Georgia Technology Authority terminates the Requestor's access to driving records for any reason.

The person signing below has authority to do so on behalf of the applicant named above.

Date

Signature

Title/Position

Printed Name