

Georgia Bulk Requestor Re-certification 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.

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 Re-certification to:

Driver Services Section/Motor Vehicle Records
PO Box 80477
Conyers, GA 30013

IMPORTANT: Do not mail or fax Re-certification to Softech.

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.

When the Re-certification is received

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". There will also be a letter displaying your certification dates at the bottom of the page. **Both pages must be forwarded to Softech for continued access to Georgia Driving Records.**

This notice may be faxed to Softech at 305.253.1440.

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 Softech International Inc., 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.

GTA shall invoice Third-Party Transaction Facilitator for the transactions of the Bulk Requestor. This does not relieve Bulk Requestor of its responsibilities under Section 10 of the Bulk Requestor Agreement.

Bulk Requestor: _____

Third-Party Facilitator: Softech International Inc.

By: _____

By:  _____

Name: _____

Name: Efrain Logreira

Title: _____

Title: President

Date: _____

Date: _____

Georgia Technology Authority

Third Party Facilitator Address:

By: _____

13501 SW 128 Street

Name: Roosevelt Council

Suite 111

Title: Senior Finance Officer

Miami, Fl. 33186

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