

ABSTRACTS AND CONFIRMATION LETTER (WALK-IN)

This form is for clients requesting their own abstract or confirmation letter when using this form, you must come into the registry with valid photo identification

Abstracts

Fill out name, address, phone number, Alberta license number and date of birth.

Check off 3,5- or 10-Year Abstract SDA (non-commercial driver's license)

Or

Check off 3,5 or 10 Year Abstract CDA (commercial driver's license)

Whichever one you choose will be how far back in history we search for example if you check off 3 year, we will search convictions against you in the last 3 years. You do not need to check off every box unless you are looking for multiple drivers Abstracts. **An abstract will not show the date you were first licensed in Alberta if that information is required you must request a Confirmation Letter.**

Confirmation Letter

Fill out name, address, phone number, Alberta license number and date of birth

Check off Confirmation Letter and in specify write what information you are looking for, the most common ones are:

- Date First Licensed in Alberta
- Date I was first issued a Class 1 license
- Date I was first issued a Class 2 license
- Date VIN Number _____ was registered to me

Please Date and sign the form.

Cost of Abstract \$28.00

Cost of Confirmation Letter \$24.00 (prices can vary if information is archived)

In accordance with s. 33(c) of the Freedom of Information and Protection of Privacy Act, the Traffic Safety Act, and the Access to Motor Vehicle Information Regulation, specific personal information is collected to determine the recipient's authority to request the information and to confirm the identity of the recipient and of the authorized employee of the recipient (if the recipient is an organization). The registry agent stores the documents for one year. The form is used to monitor and audit the release of information and to conduct investigations if the Registrar receives complaints about the release. Questions about the collection of this information can be directed to a Service Alberta Information Officer at 780-427-7013, toll free 310-0000 within Alberta. Alternatively, questions may be mailed to Box 3140, Edmonton, AB T5J 2G7, attention Data Access and Contract Management Unit (DACMU).

This form is for use by a person who is present in the office of a registry agent and is requesting the release of his/her personal driving and/or motor vehicle information pursuant to section 5(1)(a) or 2(1)(p) of the Access to Motor Vehicle Information Regulation (AMVIR).

I, _____ of _____
Full Name Street Address
_____, _____, _____, _____
City/Town/Village Province Postal Code Telephone Number (include area code)

declare that my operator's licence number is: _____, and my birth date is: _____
yyyy-mm-dd

In accordance with the Access to Motor Vehicle Information Regulation (AMVIR), I request the release of my personal information by Alberta Registries for the following products:

(check all products required)

- Driver's abstracts: [] 3 Year, [] 5 Year, [] 10 Year Driver Abstract (SDA), [] 3 Year, [] 5 Year, [] 10 Year Commercial Driver Abstract (CDA), [] Court Certificate, [] Search Product, [] Additional Search Product, [] Confirmation Letter - specify:

I agree that, Alberta Registries and/or the registry agent are not liable for any defect, error or omission in the information being provided and are not responsible for any privacy breach after the information product is released.

_____ Date Signature of Applicant

Declaration for Faxing - only complete if applicable.

I request that my personal driving and motor vehicle information released pursuant to section 5(1)(a) or 2(1)(p) of the Access to Motor Vehicle Information Regulation (AMVIR) be faxed to _____

I agree that, Alberta Registries and/or the registry agent are not liable for any privacy breach after the information product is faxed to the above number.

_____ Date Signature of Applicant