

The following is the process to obtain a **driver's abstract if isolating due to COVID and are still in Alberta**:

- 1) Attached is a "Request for Personal Driving and Motor Vehicle Information". You must check off 3, 5, or 10 year under Personal (SDA) or Commercial (CDA).
- 2) Email or fax the completed forms back to motorvehicles@newurbanregistry.com or 403-262-8695
- 3) Once the documents are accepted and approved, you will need to pay \$28.00 for the driver's abstract. You may pay via credit card (we will send you a link for payment, or you may mail a certified cheque or money order.
- 4) Once payment is completed we will process the service
- 5) Once the service is processed we will email the driver's abstract back to you via **encrypted email**
- 6) Please note that a driver's abstract **DOES NOT** confirm the date you were **FIRST** licensed in Alberta. An abstract shows the most recent issue date of your Alberta license. If you require that information you must request a **Confirmation Letter**, which is an option on the same form, but may have other requirements. Please contact us via phone or email to discuss your options

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