Louisiana Department of Public Safety
Office of Motor Vehicles

Policy 109.00 Registration Status and Copies of Vehicle Records

Section: 4. Motor Vehicle Registration Requirements

Effective Date: 08/21/2000

Revised Date: 05/30/2014

Authority:
R.S. 32:728
18 U.S.C., #2721-2725
To view Louisiana Statutes: http://www.legis.state.la.us/

General: The Commissioner is authorized to search the records of the Office of Motor Vehicles and furnish photographic copies of such records upon request by the applicant and receipt of applicable fees.

Requirements:

- In accordance with the Federal Driver Privacy Protection Act, the Office of Motor Vehicles may only release such records to the following entities and under the following circumstances:
    - **Personal information shall be disclosed for use in connection with matters of:**
        - Motor vehicle or driver safety and theft.
        - Motor vehicle emissions, motor vehicle product alterations, recalls or advisories.
        - Performance monitoring of motor vehicles and dealers by motor vehicle manufacturers.
        - Removal of non-owner records from original owner records of motor vehicle manufacturers.
    - **Personal information may be disclosed for the uses as follows:**
        - By any government agency in carrying out its functions, or any private person or entity acting on behalf of a federal, state, or local agency in carrying out its functions.
        - In connection with motor vehicle or driver safety and theft, motor vehicle emissions, motor vehicle product alterations, recalls, or advisories, performance monitoring of motor vehicles, motor vehicle parts and dealers, motor vehicle research activities, including survey research and removal of non-owner records from the original owner records of motor vehicle manufacturers.

- In the normal course of business by a legitimate business or its agents, employees, or contractors, but only to verify the accuracy of information submitted by the individual to the business, its agents, employees, or contractors, and if such information as so submitted is not correct or is no longer correct, to obtain correct information, but only for the purposes of preventing fraud by, pursuing legal remedies against, or recovering on a debt or security interest against the individual.
- In connection with any civil, criminal, administrative, or arbitral proceedings in any federal, state or local court or agency or before any self-regulatory body, including the service of process, investigations in anticipation of litigation, and the execution or enforcement of judgement or orders, or pursuant to an order of a federal, state or local court.
- In research activities and use in producing statistical reports, so long as the information is not published, re-disclosed, or used to re-contact individuals.
- By any insurer or insurance support organization, or by a self-insured entity, or its agents, employees, or contractors, in connection with claims investigation activities, anti-fraud activities, rating or underwriting.
- In providing notice to owners of towed or impounded vehicles.
- By licensed private investigation agency, or licensed security service for any purpose described as permitted herein.
- By an employer or its agents to obtain or verify information relating to a holder of a commercial driver's license that is required under the Commercial Motor Vehicle Safety Act of 1986.
- In connection with the operation of private toll transportation facilities.
- By a requester, if the requester demonstrates it has obtained the written consent of the individual to whom the information pertains.
- Any other use specifically authorized by state law related to the operation of a motor vehicle or public safety.

- **The release of personal information not authorized above is prohibited. The previous criminal and civil sanctions for improper release of personal information have been retained. The Driver's Privacy Protection Act does not apply to title and registration records of motor vehicles owned by businesses.**
- For each request processed, the request must be in writing and submitted to: **Office of Motor Vehicles, Attention: Document Management Unit, P.O. Box 64886, Baton Rouge, LA 70896.**
- The request must contain a description of the vehicle in question, including the make, model year, complete vehicle identification number, and the last registered owner's name, if known.
- A check or money order made payable to the Office of Motor Vehicles in the amount required must be submitted.

Note: A Self-Service Storage Facility may request lienholder information by submitting a request on their letterhead and a check or money order in the amount of $10.00 made payable to the Office of Motor Vehicles. The request must be processed by the Specialized Vehicle Unit. The response will be returned in letter format.

Fees:

- Copies of Vehicle Records (Not Certified) - Any microfilmed/imaged document(s) pertaining to a vehicle record
  $2.00 per page, maximum $10.00 per vehicle.
- Certified Copies of Vehicle Records - Any microfilmed/imaged document(s) certified by a Deputy Custodian of Records as a true and correct copy of the original which was submitted to the Department
  $2.00 per page plus $8.00 handling fee per file.
- Registration Status - A computer printout of the registration of a vehicle
  $2.00 plus $8.00 handling fee.