

State of Oklahoma
Department of Transportation
RECORDS REQUEST and CONSENT TO RELEASE

Form Instructions

Please fill out completely all applicable portions of the Records Request and Consent to Release form.

Mail the form to:

Department of Transportation
Size & Weight Permit Division
Attn: Certified Copy Dept.
200 N.E. 21st Street
Oklahoma City, OK 73105

You may also present the completed form at the Department of Transportation, Size & Weight Permit Division at 200 N.E. 21st St Oklahoma City OK at the ODOT building.

Copies of the Annual Envelop Permit- Electric Utility Vehicle Permit, a charge of \$3.25 applies for each copy requested.

- Requests for records can not be made by telephone.

NOTE: For all other types of request that do not pertain to Size & Weight Permit Division such as collisions reports, driving records (Motor Vehicle Reports or MVR) please refer Records Management page on this website.

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I hereby request the following driver record(s): Regular Certified

Company Name: _____

Permit Number(s): _____

- Number of Copies Requested _____ (a charge may be associated with your request.)
- Request for certified copies pursuant to 47 O.S. 2011, Section 14-103G, the Annual Envelop Permit – Electric Utility Vehicle Permit please use additional form attached to list permit numbers and number of

request Method of Payment : Cash or Check (if applicable)

- Cash
- Check Number _____

Check the following applicable statement:

- I am the person named in the record(s) sought.
- I am requesting the record(s) of another person.

If you are not the person named in the record(s) sought, provide the reason(s) you are entitled to this record without approval of the named person [please check all that apply]. If none of these reasons apply, you must have the named person sign the Consent to Release below.:

- Government Agency (federal, state, or local, including court or law enforcement): for carrying out its functions
- Legal: in connection with any court, administrative, arbitral, or self-regulatory body; service of process; investigation in anticipation of litigation; execution or enforcement of judgment or order; order of a court.
- Insurance Company, Insurance Support Organization, Self-insured Entity: for claims investigation, antifraud, rating or underwriting activities.
- Other: _____

CONSENT TO RELEASE by Person Named in Request [if none of the reasons above apply, consent to release is required

Printed Name of Person Named in Request

Signature of Person Named in Request

By signing above, I voluntarily give consent to the Department of Transportation to release the above-named record(s) to the person making this Records Request.