

NAVIGATE

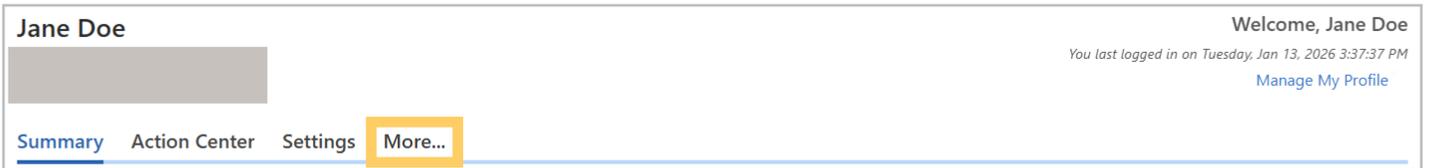
Vehicle Information Request

STEP BY STEP GUIDE

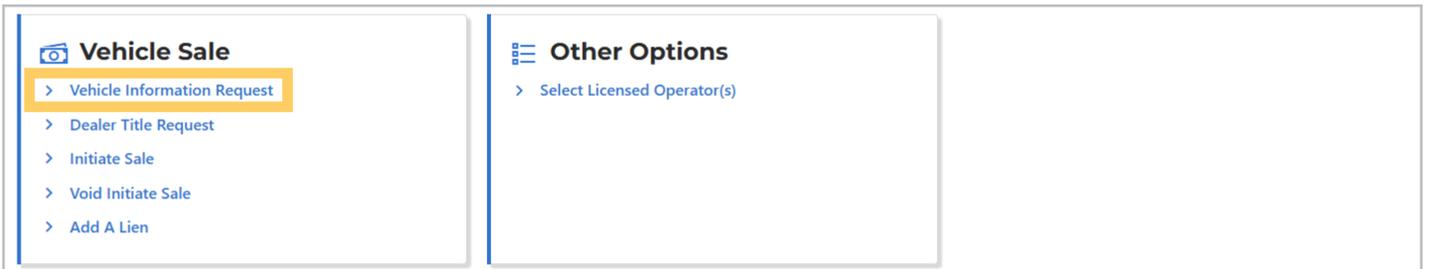
STEP 1 Log in to the **Navigate for Business** account.



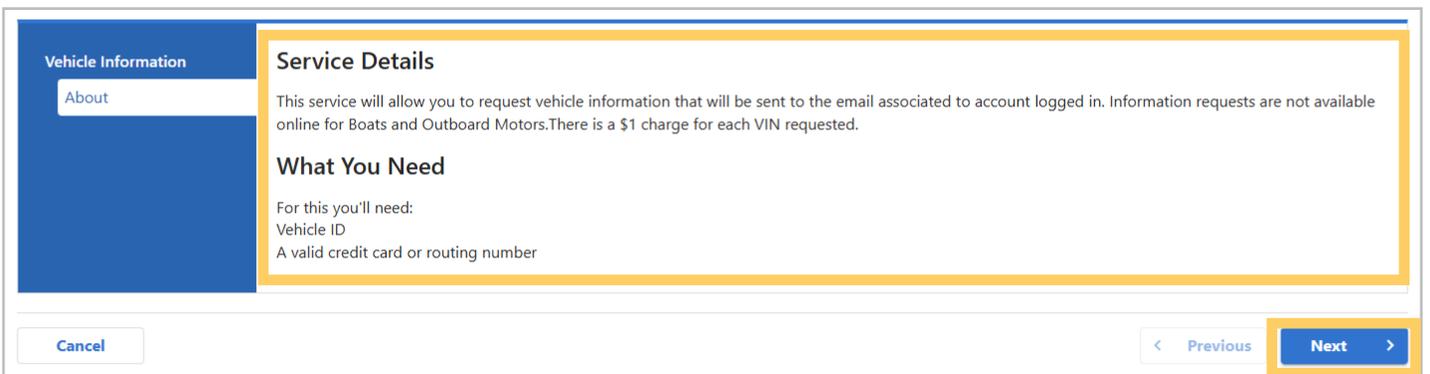
STEP 2 Click **“More...”**.



STEP 3 Click **“Vehicle Information Request”**.



STEP 4 Review the **“Service Details”**, making sure you have everything needed. Click **“Next”**.



STEP 5 Click **"Add a Record"**. Note: Up to 15 separate VINs can be added at once.

Vehicle Information

About

VIN Search

+ Add a Record

Vehicle Lookup

Please provide the vehicle information below to for the information request. You may add up to 15 VINs.

Cancel

Previous

Next

STEP 6 Type the **VIN** and any additional VINs as needed. Click **"Next"**.

Vehicle Information

About

VIN Search

× VIN *

Required

+ Add a Record

Cancel

Previous

Next

STEP 7 Select the **checkbox**. Type your **first and last name** into the Electronic Signature box. Click **"Next"**.

Vehicle Information

About

VIN Search

Disclosure

Electronic Signature

I represent a legitimate business and am requesting this information to verify information provided by an individual. I understand that improper use of this database and/or the information stored in it may result in penalties including but not limited to revocation of access, administrative fines, and/or civil or criminal liabilities.

Electronic Signature *

Required

Cancel

Previous

Next

STEP 8 Review the Fee Breakdown. Click **"Next"**.

Vehicle Information

About

VIN Search

Disclosure

Fee Details

Fee Breakdown

Report Fee	
Mail Fee	\$1.00
Total	\$1.00

Cancel

Previous

Next

STEP 9 Confirm the information. Click "Submit".

Vehicle Information Request

Vehicle Information

- About
- VIN Search
- Disclosure
- Fee Details
- Summary**

Mail Requests

Number of Requests : 1

Fee Details

Fee Total : 1.00

[Cancel](#) [< Previous](#) [Submit](#)

STEP 10 Click "Checkout".

Cart

1 item Amount Due
\$1.00

Items

<p>Vehicle Information Request</p> <p>[Redacted]</p> <p>Delete</p>	\$1.00
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[< I have more to do before I checkout](#)

[Checkout](#)

STEP 11 Select your preferred payment option. Click "Next".

Cart

1 item Amount Due
\$1.00

Payment Options

How do you want to pay? *

- ACH Payment**
Use your bank Account to Pay/Pay with a Check
- Credit Card**
Use your credit card to make a payment

[Cancel](#) [< Previous](#) [Next](#) >

STEP 12

 Fill in the payment information. Click **“Next”**.

Bank Account Type Checking
 Savings

Save for future use Yes No

Billing Information

Name

Country

Street

Street 2

Unit Type Unit City

State Zip County

Attention

Address has been verified

STEP 13

 Confirm your order. Click **“Submit”**.

Confirm Order

Are you sure you want to submit this payment for **\$1.00**?

STEP 14

 Click **“Printable View”** for a receipt, or **“OK”** to return to the menu.

Thank you for using Navigate!

We have received the following submissions:

Vehicle Information Request

Confirmation Number:

Amount:

If you have any questions, please contact [Service Oklahoma](#) regarding your submission.

If you have any questions on this process,
reach out to dealersupport@service.ok.gov