

1. This form must be completed on an annual basis to maintain free unlimited electronic access to driver records. The form should be submitted to PennDOT 30 days prior to the end of the one year period of free access to ensure uninterrupted service.
2. The annual fee required to be submitted with this application is as follows:

School Bus Contractor - \$200.00

Federal/State Transportation Association of School Bus Contractors - \$5 per estimated number of drivers employed by the members interested in obtaining driver records through the association

Commercial Driver Employer - \$5 per the number of commercial driver employees

Example: 234 drivers x \$5 = \$1,170.00

3. Make check payable to Commonwealth of PA

4. Mail form and annual fee to:
Bureau of Driver Licensing
Driver Record Services
ROC, 3rd Floor
1101 S. Front Street
Harrisburg, PA 17104

It should be noted that this account only entitles the employer unlimited access to driver records for commercial drivers or school bus drivers. Driver records for non-commercial drivers must be obtained through another means.