



Missouri Department of Revenue
Request for Information

Requestor Information	Name		Security Access Code (if applicable)	
	Address	City	State	ZIP Code
	E-mail Address	Telephone Number () - - - - -	Fax Number () - - - - -	

Subject Information	Name As It Appears On Subject's Current Missouri Driver License or Record	Missouri Classified License Number	Date of Birth (MM/DD/YYYY) / /	
	Address As It Appears On Subject's Current Missouri Driver License or Record	City	State	ZIP Code

Record(s) Requested	I hereby request the following record (please select the appropriate box(es): The fee is \$2.82 per record.	
	<input type="checkbox"/> Driver Record*	<input type="checkbox"/> Other (Specify)
	<input type="checkbox"/> Case History* (A case history consists of any open case or any reinstatement or termination case not less than two years old).	
	Case Document (Specify)*	
	<input type="checkbox"/> Reinstatement Notice	
	<input type="checkbox"/> Suspension Notice	
	<input type="checkbox"/> Conviction (Ticket #)	
	<input type="checkbox"/> SR-22	
	<input type="checkbox"/> Image Portfolio (License Photo)	
	<input type="checkbox"/> Limited Driving Privilege Package (Consists of a certified driver record, certified SR-22, and a certified Ignition Interlock Device (IID) if applicable).	
*Records May Be Certified		

Payment Options	Please send the above record(s) by: <input type="checkbox"/> Mail <input type="checkbox"/> Fax (Add \$0.50 per page faxed)																																															
	<input type="checkbox"/> Select If Certified Record Requested																																															
	Records can be obtained by walk-in, mail-in, or e-mail request. The fee is \$2.82 per record. A convenience fee will be charged for credit or debit card transactions.																																															
	<table border="1"><thead><tr><th></th><th>Cash</th><th>Check</th><th>Money Order</th><th>Debit Card</th><th>Discover</th><th>Visa</th><th>American Express</th><th>Mastercard</th></tr></thead><tbody><tr><td>Central Office Visit</td><td>✓</td><td>✓</td><td>✓</td><td>✓</td><td>✓</td><td>✓</td><td>✓</td><td>✓</td></tr><tr><td>Mail</td><td></td><td>✓</td><td>✓</td><td></td><td>✓</td><td>✓</td><td>✓</td><td>✓</td></tr><tr><td>Fax or E-mail</td><td></td><td></td><td></td><td></td><td>✓</td><td>✓</td><td>✓</td><td>✓</td></tr></tbody></table>		Cash	Check	Money Order	Debit Card	Discover	Visa	American Express	Mastercard	Central Office Visit	✓	✓	✓	✓	✓	✓	✓	✓	Mail		✓	✓		✓	✓	✓	✓	Fax or E-mail					✓	✓	✓	✓	<table border="1"><thead><tr><th>Total Record Fees</th><th>Convenience Fee</th></tr></thead><tbody><tr><td>\$0.00 - \$50.00</td><td>\$1.25</td></tr><tr><td>\$50.01 - \$75.00</td><td>\$1.75</td></tr><tr><td>\$75.01 - \$100.00</td><td>\$2.15</td></tr><tr><td>\$100.01 or more</td><td>2.15%</td></tr></tbody></table>	Total Record Fees	Convenience Fee	\$0.00 - \$50.00	\$1.25	\$50.01 - \$75.00	\$1.75	\$75.01 - \$100.00	\$2.15	\$100.01 or more	2.15%
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The Missouri Department of Revenue may electronically resubmit checks returned for insufficient or uncollected funds.
You may visit us at Central Office, Harry S Truman Building, Room 370, 301 West High Street, Jefferson City, Missouri.

Mail to: Driver License Bureau
DL Record Center
P.O. Box 2167
Jefferson City, MO 65105-2167

Phone: (573) 526-3669
Fax: (573) 526-7367
E-mail: dlrecords@dor.mo.gov

Visit <http://dor.mo.gov/drivers/records.php> for additional information.

Form 1745 (Revised 07-2016)

