



**COLORADO**  
Department of Revenue

Division of Motor Vehicles

Physical Address:  
1881 Pierce Street  
Lakewood, CO 80214

Mailing Address:  
P.O. Box 173350  
Denver, CO 80217-3350

# BULLETIN

For: Colorado Used Motor Vehicle Dealer  
Insurers

From: Anthony Anderson, Operations Director Title and Registration

CC: Michael Dixon, Senior Director Division of Motor Vehicles  
Maren Rubino, Deputy Director Division of Motor Vehicles  
Kyle Boyd, Title and Registration Section Communications Specialist

Date: July 10, 2017

Subject: **Senate Bill 17-251 Department of Revenue Records Insurer and  
Salvage Pools** **BL 17-03**

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Senate Bill 17-251, Department of Revenue Records Insurer and Salvage Pool, effective August 9, 2017, allows for insurers, or a salvage pool that is licensed as a Colorado used motor vehicle dealer, to electronically access motor vehicle records to access owner and lienholder information of a motor vehicle that is subject to an insurance claim or being possessed by a salvage pool.

This is completed through the Integrated Data System (IDS), the same system currently used by tow operators for abandoned vehicle searches.

To facilitate this process, the department has created a form, DR 2085 Insurer and Salvage Pool Registration, for registration with IDS. For searches done via walk in at the department, insurers and salvage pools will use the DR 2489A Motor Vehicle Requestor Release Affidavit of Intended Use. Both of these forms are attached to this bulletin and are available at [www.colorado.gov/dmv](http://www.colorado.gov/dmv).

Insurers and salvage pools can begin registering for IDS prior to August 9, with access being activated on August 9.

Each search is \$2.20 and IDS will bill users monthly.

Please contact the Title and Registration Section with any questions at 303-205-5608.

## Insurer and Salvage Pool Registration

DORA License # OR Dealer License Number	Colorado Account Number	FEIN	
Name of Insurance Company or Salvage Pool		Business Hours	
Name of Applicant		Title	
Business Address	City	State	ZIP
Mailing Address (if different than above)	City	State	ZIP
Email Address			
Office Number	Fax Number		
Owner / Operator conducting operation as <input type="checkbox"/> Individual <input type="checkbox"/> Partnership <input type="checkbox"/> Corporation <input type="checkbox"/> LLC <input type="checkbox"/> Agent			
List name(s) and address(es) of owner/partners/officers as pertains to type of business above			
What state is the company incorporated/organized in if not Colorado	Address of principal office in Colorado		
If operation is conducted by an agent, list the name of the parent company			
If operation is conducted by an agent, list the address of the parent company			
My signature below acknowledges my understanding that searches and information obtained from the Colorado Division of Motor Vehicles shall be used only, in accordance with C.R.C. 42-6-110(1.7)(a). <i>I certify under penalty of perjury in the second degree, that the above facts are true and correct to the best of my knowledge.</i>			
Signature of Applicant			Date

## Motor Vehicle Requestor Release Affidavit of Intended Use

Records may be provided to a person in interest or a federal, state or local government agency carrying out its official functions, with a signed requestor release and affidavit of intended use. **C.R.S 42-1-206, C.R.S. 42-4-1804, C.R.S. 42-6-115, C.R.S. 42-6-118 C.R.S. 24-72-204 (Driver Privacy Protection Act) 18 U.S.C.§ 2721 Prohibition on Release of Personal Information from State Motor Vehicle Records**

Additional Information	Forms & Fees			
<p>A. Requesting a motor vehicle record (by VIN# or Plate#) Name Search</p> <p style="text-align: center;"><b>OR</b></p> <p>B. Providing a blanket release for search activities related to the Abandoned Vehicle Process. This release is required to be submitted annually along with a registration form for all tow or repair facilities and their agents, and law enforcement agencies and their agents who want to search vehicle information as a result of abandoned vehicle tows or vehicles abandoned at repair facilities.</p> <p><b>Law Enforcement Officers: Badge # is acceptable in lieu of Driver's License.</b></p> <p style="padding-left: 40px;">a. Law Enforcement agencies, Tow Carriers and Repair facilities wishing to participate in the abandoned vehicle process are required to complete sections 1, 2, 3a, 4 and 5</p>				
<p>All forms are available online at <a href="http://www.colorado.gov/dmv">www.colorado.gov/dmv</a>, at the Colorado State Motor Vehicle office, or at any county motor vehicle office in Colorado</p>				
<p>License plate searches are permitted with appropriate documentation for the following entities: vehicle owner, law enforcement, insurance companies, attorney and investigative agencies.</p>				
<p>A record search provides a printout of the current owner and lienholder information. A record search is used for the bond procedure, for court cases and to show proof if a record was issued for registration purposes only. To obtain vehicle record search by "owner's name" you must provide the full name and address of the person whom you are requesting information for.</p> <p>A fee of \$2.20 is paid when submitting a request for a record search.</p>	<p>DR 2489A</p> <p>\$2.20/record</p>			
<p>A title history provides a digital replication of the record of all documents submitted when titling a vehicle. Each title holder (owner) is a separate history. The record search printout is included with this request.</p> <p>A fee of \$2.20 per history is paid when submitting a request for a record history.</p>	<p>DR 2489A</p> <p>\$2.20/history</p>			
<p>A certified record may be required for court cases.</p> <p>A fee of \$0.50 per record or history is paid when submitting a request for certification of records or histories.</p>	<p>DR 2489A</p> <p>\$0.50/record or history</p>			
<p>Abandoned Vehicle: If no Colorado record found, national database search required</p> <p>A fee of \$2.20 is submitted when doing a National database search</p>	<p>DR 2489A</p> <p>\$2.20/ record</p>			
<table style="width: 100%; border: none;"> <tr> <td style="width: 33%; border: none; vertical-align: top;"> <p><b>To process by U.S.P.S. regular OR express mail, please mail to:</b>            State of Colorado            Department of Revenue            P.O. Box 173350, Room 146            Denver, CO 80217-3350</p> </td> <td style="width: 33%; border: none; vertical-align: top;"> <p><b>By Fed-Ex or UPS, etc., mail to:</b>            State of Colorado            Department of Revenue            1375 Sherman St.            P.O. Box 173350, Room 146            Denver, CO 80217-3350</p> </td> <td style="width: 33%; border: none; vertical-align: top;"> <p><b>Walk-In Requests Only:</b>            Department of Revenue            Vehicle Services Unit            1881 Pierce Street            Lakewood, CO 80214</p> </td> </tr> </table>		<p><b>To process by U.S.P.S. regular OR express mail, please mail to:</b>            State of Colorado            Department of Revenue            P.O. Box 173350, Room 146            Denver, CO 80217-3350</p>	<p><b>By Fed-Ex or UPS, etc., mail to:</b>            State of Colorado            Department of Revenue            1375 Sherman St.            P.O. Box 173350, Room 146            Denver, CO 80217-3350</p>	<p><b>Walk-In Requests Only:</b>            Department of Revenue            Vehicle Services Unit            1881 Pierce Street            Lakewood, CO 80214</p>
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<p><b>Please contact the Title and Registration Section with any questions at 303-205-5608.</b></p>				
<p>If your application has been rejected and you need to resubmit, return all previously submitted documents along with the additional information required with <b>no additional payment.</b></p>				

# Motor Vehicle Requestor Release Affidavit of Intended Use

<b>Section 1</b>			
<b>Name of Person and/or Agency Requesting Information</b>			
Name			
Address			
City	State	ZIP	

To purchase a record other than your own, you must declare your intended use of that record, paraphrased below in Section 3, or you must have the signature of the person in interest authorizing you to inspect the record. If you are acting as an authorized user, you must identify the company or entity on whose behalf you are requesting the record.

This application is subject to approval and additional information / documentation may be required. §42-1-206 C.R.S

Date: \_\_\_\_\_

<b>Section 2 - Name Search</b>			
First Name	Last Name	Middle Initial	
Address			
City	County	State	ZIP

<b>OR Vehicle Search</b>												
Vehicle Identification Number (VIN)												
Year	Make	Body	Title (if available) or License Plate #									

<b>Section 3</b> (If no box is checked in section 3, applicant must check applicable box in section 3a)												
<input type="checkbox"/> Attached is a written consent of the person whose record is being requested using a <b>Power of Attorney or Letter of Authorization from the vehicle owner of record.</b> <input type="checkbox"/> This is my record.												

<b>Section 3a - Information may be used only for the following approved, permissible, use: (must check 1 box only)</b>												
<input type="checkbox"/> For use by any government agency, including any court or law enforcement agency, in carrying out its functions, or any private person or entity acting on behalf of a Federal, State, or Local Government agency in carrying out its functions; <input type="checkbox"/> An agency charged with driver/motor vehicle safety or theft including: motor vehicle product alterations, recalls, advisories, motor vehicle performance monitoring, motor vehicle parts/dealers, motor vehicle market research or surveys, removal of non-owner records from original records of motor vehicle manufacturers <input type="checkbox"/> A business that conducts research activities, and for use in producing statistical reports, so long as the personal information is not published, re-disclosed, or used to contact the parties in interest <input type="checkbox"/> In connection with a civil, criminal, administrative, or arbitral proceeding in any court or before a self-regulatory body, including process service, investigation, execution of judgment or pursuant to a court order <input type="checkbox"/> An insurer or insurance support agency in connection with claims, investigations, anti-fraud activities, rating, or underwriting <input type="checkbox"/> To provide notice to owners of towed or impounded vehicles. Copy of tow ticket is required. <input type="checkbox"/> Research activity to verify if record is "Junk", "Salvage", or "Rebuilt from Salvage". Copy of ownership document is required. <input type="checkbox"/> Bonding for Colorado title or Application for Assigned ID. <b>Copy of a DR 2704 Certified VIN Inspection are required</b>  <input type="checkbox"/> By a business that will use the information to verify the accuracy of information submitted by individuals for the purpose of preventing fraud, pursuing legal remedies against, or recovering a debt or security interest. <input type="checkbox"/> By an insurer, or a salvage pool that is licensed as a Colorado used motor vehicle dealer, that is subject to an insurance claim or being possessed by a salvage pool.												

<b>Section 4 - Additional Information (check if Applicable)</b>												
<input type="checkbox"/> Attorney Bar Number _____ <input type="checkbox"/> Licensed Private Investigator & Investigative Agency or security Service License Number _____ State _____ Expires On _____ <input type="checkbox"/> Process Server <b>Copy of the front page of Summons must be attached</b> <input type="checkbox"/> Court Order <b>Copy of the front page of Court Order must be attached</b> <input type="checkbox"/> Insurance Company _____ Claim Number _____ <input type="checkbox"/> Automobile Dealer/Auction License Number _____ <input type="checkbox"/> Tow Carrier or Repair Facility Company Name _____ PUC T Number _____ <input type="checkbox"/> Law Enforcement Agency _____												

<b>Section 5</b>												
<b>Under Penalty of Perjury, I attest that I shall not obtain, re-sell, transfer, or use the information in any manner prohibited by law. I understand that motor vehicle records that are obtained, resold, or transferred for purposes prohibited by law may subject me to civil penalties under federal and state law.</b>												
Print Name	Driver's License Number	Badge Number	State									
Signature	Date											



## Motor Vehicle Requestor Release Affidavit of Intended Use

Check all that apply	Type of Request	Quantity	Price	Amount
	Record Search		\$2.20	
	Title History		\$2.20	
	Certification of Records		\$0.50	
	National Database Search		\$2.20	
Subtotal LIAB 5750		TOTAL	(999)	

The State may convert your check to a one time electronic banking transaction. Your bank account may be debited as early as the same day received by the State. If converted, your check will not be returned. If your check is rejected due to insufficient or uncollected funds, the Department of Revenue may collect the payment amount directly from your bank account electronically.

**No refunds will be granted. Make check or money order payable to: Colorado Department of Revenue**