

Complete this form to request information about your licence or registration records held by VicRoads. **Please complete the relevant white sections and sign below.** Print clearly in ink using BLOCK letters. Return this form together with the appropriate fee to VicRoads (visit [vicroads.vic.gov.au](http://vicroads.vic.gov.au) for up to date fees).

**Applicant details**

Surname	Date of birth	D	D	M	M	Y	Y	Y	Y			
Given name(s)												
Residential address												
								Postcode				
Postal address (if different from above)												
								Postcode				
Mobile phone no. (or other if not applicable)					Email							

How would you like to receive the records?     Post\*     Email#

\* If you would like to receive your records in the post, they will be delivered to the address we have on record. To update your address, please visit [vicroads.vic.gov.au](http://vicroads.vic.gov.au), sign up to myVicRoads account or call 13 11 71, before submitting your request.

# Email is only available if you have a myVicRoads customer account.

**Which records are you applying for?**
**Licence search**

Driver licence/learner permit/client no.											
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- Licence verification letter (current status, type of licence/applicable condition/s and first issue date)
- Your demerit points (list of any demerit point offence recorded within the last five years)
- Five-year driver history report (current status, type of licence/applicable condition/s and first issue date, list of any demerit point offence recorded within the last five years and all applicable convictions on VicRoads records)
- Complete driver history report (current status, type of licence/applicable condition/s and first issue date, a complete history of your demerit points and all applicable convictions on VicRoads records)

Information you would like included in your report: (e.g. address history, etc.)


**Registration search**

Registration no.	
VIN (or chassis no. if no VIN)	
Make	Model
Body type	Colour

Information you would like included in your report: (e.g. address history, renewal payment dates, etc.)


**Your signature**

By signing this form, I declare that:

- I am applying for my own records.
- I understand that the records VicRoads releases to me might include details of convictions or any other information recorded against my name. In some cases, convictions might relate to non-driving offences. I consent to the release of this information.
- All information and/or documents provided by me is/are true and correct.

*Providing false or misleading information is a serious offence and can result in you being fined or imprisoned.*

Signature of applicant	Date	D	D	M	M	Y	Y	Y	Y
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**Payment**

For payment by post, send this form together with the fee payable to: VicRoads, GPO Box 1644, Melbourne Victorian 3001 (cheque only). Payment can also be made at a VicRoads Customer Service Centre using Mastercard or Visa. A card payment fee will apply, for details visit [vicroads.vic.gov.au](http://vicroads.vic.gov.au).