

**761—610.4 (321,321A) Certified abstract of operating records.**

**610.4(1)** In accordance with Iowa Code section 321A.3, a printed, certified abstract of the operating record of an individual is available. The record includes the information that is on the face of the individual's driver's license, plus information on the individual's sanctions, reportable vehicle accidents, and convictions. The certified abstract of operating record does not include the individual's photograph, social security number, or medical or disability information.

**610.4(2)** To obtain a certified abstract of operating record, a requestor shall complete Form 431069, "Privacy Act Agreement for Request of Motor Vehicle Records," and submit it to the office of driver services. Form 431069 must be completed with all required attachments before the department will consider a request for a certified abstract of operating record. A requestor must attach a legible photocopy of the requestor's driver's license or nonoperator's identification card to the form. The statutory fee, if applicable, shall accompany the form.

**610.4(3)** Personal information and highly restricted personal information protected by Iowa Code section 321.11 and the Driver's Privacy Protection Act may be released only in the following situations:

- a.* The requestor has complied with each of the following requirements:
- (1) Completed Form 431069 and submitted it to the office of driver services;
  - (2) Included all required attachments with the form, including a photocopy of the requestor's driver's license or nonoperator's identification card; and
  - (3) Paid the fee, if applicable, for the requested record.

*b.* The department is satisfied that the requestor provided adequate and truthful information on Form 431069 and in the documents that the requestor attached to Form 431069.

**610.4(4)** The single-use restriction in Iowa Code subsection 321A.3(8) applies only to the certified abstract of operating records and to persons who are subject to the fee listed in Iowa Code subsection 321A.3(1).

**610.4(5)** Any person who obtains a certified abstract of operating record from the department is required to comply with Iowa Code section 321.11 and the Driver's Privacy Protection Act.