



# PENNSYLVANIA DEPARTMENT OF TRANSPORTATION INTERNET USER RENEWAL APPLICATION

TYPE OF BUSINESS: Please check appropriate block

- School Bus Contractor
- Federal/State Transportation Association of School Bus Contractors
- Employer of Commercial Drivers

Internet Account Number	Contact Person	Telephone Number	
Legal Business Name			
Street Address (Physical Location)	City	State	Zip Code
E-Mail Address			
Federal ID #	DOT Number	MC/MX Number	
Estimated Number of Drivers	Annual Fee (see reversed side for directions)		

I have read and signed this form after its completion, and I swear or affirm that the statements made herein are true and correct, and that any statement made on or pursuant to this form is subject to the penalties of 18 PA C.S. Section 4903(a)(2) (relating to false swearing), which shall include punishment of a fine not exceeding \$5,000, or to a term of imprisonment of not more than two years, or both

X \_\_\_\_\_  
SIGNATURE TITLE:

Subscribed and Sworn

to Before Me: \_\_\_\_\_  
MO DAY YEAR

\_\_\_\_\_  
(Signature of Person Administering Oath) Notary Public

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**SIGN IN PRESENCE OF NOTARY**

**WARNING:** Misstatement of fact is a misdemeanor of the third degree punishable by a fine of up to \$2,500 and/or imprisonment up to 1 year (18 Pa C.S. Section 4904(b)).

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** - \$9 per estimated number of drivers employed by the members interested in obtaining driver records through the association

**Commercial Driver Employer** - \$9 per the number of commercial driver employees

Example: 234 drivers x \$9 = \$2,106.00

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.