



EMPLOYER PULL NOTICE PROGRAM

ENROLLMENT

A Public Service Agency

When submitting your application, please attach a **copy** of your **current Business License** for verification purposes.

For additional information, you can contact us via:

- Web site: www.dmv.ca.gov, we are listed under “Other Services”
- E-mail: epn@dmv.ca.gov
- Phone: 916-657-6346

FORMS in the INF 1250A Packet

INF 1104 Application For Employer Pull Notice Account

INF 1105 Pull Notice Contract

INF 1100 Commercial Employer Pull Notice Enrollment or Deletion of Drivers

INF 1101 Authorization for Release of Driver Record Information

INF 1102 Commercial Employer Pull Notice Enrollment of Out of State Licensed Drivers

INF 4 Pull Notice Requester Account Notice of Change

DS 524 Employer's Report of Medical Exam Failure



EMPLOYER PULL NOTICE PROGRAM APPLICATION

PLEASE PRINT CLEARLY IN INK OR TYPE

MAIL COMPLETED FORMS TO:

DMV Information Services - EPN
P.O. Box 944231 - MS H-265
Sacramento, CA 94244-2310

DMV USE ONLY

REQUESTER CODE

SECTION A — ACCOUNT INFORMATION

COMPANY NAME		DBA	
ATTENTION	EMAIL ADDRESS	TELEPHONE NUMBER () EXT.	
MAILING ADDRESS	CITY	STATE	ZIP CODE
ACCOUNT CONTACT PERSON	EMAIL ADDRESS	TELEPHONE NUMBER () EXT.	
STREET ADDRESS (PHYSICAL ADDRESS)	CITY	STATE	ZIP CODE

SECTION B — BILLING ADDRESS (Complete only if different from above)

BILLING ACCOUNT CONTACT PERSON(S)	TELEPHONE NUMBER () EXT.
ATTENTION:	TELEPHONE NUMBER () EXT.
BILLING ADDRESS	CITY STATE ZIP CODE

SECTION C — LICENSING AND BUSINESS IDENTIFICATION

Instructions: Complete the following on the individual participating in the direction, control or management of the business. Provide federal employer identification number.

NAME (LAST, FIRST, MI)	TITLE	
DL/ID NUMBER	STATE ISSUED	EXPIRATION DATE
EMAIL ADDRESS	FEDERAL EMPLOYER IDENTIFICATION NUMBER	

SECTION D — ACCOUNT USE AND HISTORY (Answer each question)

1. STATE YOUR PURPOSE FOR ENROLLMENT (BE SPECIFIC)

2. ARE ALL OF YOUR EMPLOYEES MANDATED TO BE ENROLLED IN THE PULL NOTICE PROGRAM PURSUANT TO VEHICLE CODE SECTION 1808.1(b)?

Yes
 No (NOTE: Any employee who is not mandated to be enrolled in the pull notice program must have a signed waiver [INF 1101 or similar] on file at the employer's worksite.)

3. HAS YOUR COMPANY PREVIOUSLY BEEN ISSUED A REQUESTER CODE?

Yes No If yes, complete the following:

a) Company name(s) in which Requester Code(s) issued: _____

b) Requester Code(s) previously issued: _____

SECTION E — CERTIFICATION

I certify (or declare) under penalty of perjury under the laws of the State of California that the information contained herein is true and correct to the best of my knowledge and belief. I understand that this information is provided for the lawful conduct of this business and the pursuit of its interest and that any misuse will result in both cancellation of the requester number and refusal of subsequent application for requester number.

SIGNATURE OF AUTHORIZED REPRESENTATIVE (SAME PERSON AS IN SECTION C)	PRINT NAME OF AUTHORIZED REPRESENTATIVE
X	

DMV USE ONLY

APPROVED BY	DATE APPROVED	DATE RECEIVED

NOTE: If any information submitted on this application changes, you **MUST** submit a Notice of Change form (INF 4) within 10 days.



INFORMATION SERVICES BRANCH

EMPLOYER PULL NOTICE PROGRAM APPLICATION

PLEASE PRINT CLEARLY IN INK OR TYPE

MAIL COMPLETED FORMS TO:

DMV Information Services - EPN
P.O. Box 944231 - MS H-265
Sacramento, CA 94244-2310

DMV USE ONLY

REQUESTER CODE

SECTION A - ACCOUNT INFORMATION

Form with fields: COMPANY NAME, DBA, ATTENTION, EMAIL ADDRESS, TELEPHONE NUMBER, MAILING ADDRESS, CITY, STATE, ZIP CODE, ACCOUNT CONTACT PERSON, STREET ADDRESS (PHYSICAL ADDRESS).

SECTION B - BILLING ADDRESS (Complete only if different from above)

Form with fields: BILLING ACCOUNT CONTACT PERSON(S), TELEPHONE NUMBER, ATTENTION, BILLING ADDRESS, CITY, STATE, ZIP CODE.

SECTION C - LICENSING AND BUSINESS IDENTIFICATION

Instructions: Complete the following on the individual participating in the direction, control or management of the business. Provide federal employer identification number.

Form with fields: NAME (LAST, FIRST, MI), TITLE, DL/ID NUMBER, STATE ISSUED, EXPIRATION DATE, EMAIL ADDRESS, FEDERAL EMPLOYER IDENTIFICATION NUMBER.

SECTION D - ACCOUNT USE AND HISTORY (Answer each question)

Form with questions: 1. STATE YOUR PURPOSE FOR ENROLLMENT (BE SPECIFIC), 2. ARE ALL OF YOUR EMPLOYEES MANDATED TO BE ENROLLED IN THE PULL NOTICE PROGRAM PURSUANT TO VEHICLE CODE SECTION 1808.1(b)?, 3. HAS YOUR COMPANY PREVIOUSLY BEEN ISSUED A REQUESTER CODE?

SECTION E - CERTIFICATION

I certify (or declare) under penalty of perjury under the laws of the State of California that the information contained herein is true and correct to the best of my knowledge and belief. I understand that this information is provided for the lawful conduct of this business and the pursuit of its interest and that any misuse will result in both cancellation of the requester number and refusal of subsequent application for requester number.

Form with fields: SIGNATURE OF AUTHORIZED REPRESENTATIVE (SAME PERSON AS IN SECTION C), PRINT NAME OF AUTHORIZED REPRESENTATIVE.

DMV USE ONLY

Form with fields: APPROVED BY, DATE APPROVED, DATE RECEIVED.

NOTE: If any information submitted on this application changes, you MUST submit a Notice of Change form (INF 4) within 10 days.



PULL NOTICE CONTRACT

Requester # _____

THIS AGREEMENT is made and entered into this _____ day of _____ 20 _____, between the STATE OF CALIFORNIA, acting by and through the DEPARTMENT OF MOTOR VEHICLES, herein called SELLER, and _____, herein called BUYER.

BUYER desires to purchase information from SELLER'S record under the terms and conditions and at the rates set forth in the "Employer Pull Notice Program, Information For Enrollment," attached hereto and hereby incorporated and made a part of this contract. SELLER will furnish information in accordance with the terms specified below:

1. SELLER will furnish said information as soon as possible after receipt of request, and will furnish a subsequent report each time a record is updated under the following conditions while the BUYER'S notification request remains valid and uncanceled: abstracts of conviction, failure to appear notices, failure to pay notices, accidents, suspensions, revocations or any other actions taken against the driving privilege or certificate.
2. BUYER will not use any information or portions of information acquired under the provisions of this contract for any purpose other than administering company policies in regard to the driving record requirements of employees. BUYER will not sell, assign or otherwise transfer any of the information or portions of information acquired under the provisions of this contract. For breach of this condition, or if the buyer fails to pay money owed the seller within 45 days of billing, the SELLER may elect to cancel this contract immediately upon notice to the BUYER.
3. All sensitive data, documentation, or other information, which is designated confidential by SELLER and is inadvertently made available to BUYER will be protected by BUYER from unauthorized use and disclosure.
4. BUYER agrees to defend, indemnify and hold harmless SELLER and its officers, agents and employees from any and all claims, actions, damages and losses which may be brought or alleged against SELLER, its officers, agents or employees by reason of the negligent, intentional, improper or unauthorized use or dissemination by BUYER, or its officers, agents or employees of accurate information furnished to BUYER by SELLER under this Agreement.
5. No alteration or variation of the terms of this Agreement shall be valid unless made in writing and signed by the parties hereto, and no oral understanding or agreement not incorporated herein shall be binding on any of the parties hereto.
6. This Agreement is not assignable by BUYER either in whole or in part.
7. BUYER and its agents or employees shall act in an independent capacity and not as officers, employees or agents of SELLER.
8. This Agreement is subject to any restrictions, limitations or conditions enacted by the Legislature which may affect the provisions or terms of this Agreement in any manner.
9. Except for the election of SELLER to cease furnishing information or to cancel this contract upon notice as above provided, this contract shall continue until canceled by either party upon at least thirty (30) days written notice to the other.

COMPANY NAME (PLEASE PRINT)

SIGNATURE OF AUTHORIZED DMV REPRESENTATIVE

MAILING ADDRESS

SIGNATURE OF AUTHORIZED REPRESENTATIVE

CITY STATE ZIP

PRINT NAME AND TITLE OF AUTHORIZED REPRESENTATIVE



PULL NOTICE CONTRACT

Requester # _____

THIS AGREEMENT is made and entered into this _____ day of _____ 20 _____, between the STATE OF CALIFORNIA, acting by and through the DEPARTMENT OF MOTOR VEHICLES, herein called SELLER, and _____, herein called BUYER.

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1. SELLER will furnish said information as soon as possible after receipt of request, and will furnish a subsequent report each time a record is updated under the following conditions while the BUYER'S notification request remains valid and uncanceled: abstracts of conviction, failure to appear notices, failure to pay notices, accidents, suspensions, revocations or any other actions taken against the driving privilege or certificate.
2. BUYER will not use any information or portions of information acquired under the provisions of this contract for any purpose other than administering company policies in regard to the driving record requirements of employees. BUYER will not sell, assign or otherwise transfer any of the information or portions of information acquired under the provisions of this contract. For breach of this condition, or if the buyer fails to pay money owed the seller within 45 days of billing, the SELLER may elect to cancel this contract immediately upon notice to the BUYER.
3. All sensitive data, documentation, or other information, which is designated confidential by SELLER and is inadvertently made available to BUYER will be protected by BUYER from unauthorized use and disclosure.
4. BUYER agrees to defend, indemnify and hold harmless SELLER and its officers, agents and employees from any and all claims, actions, damages and losses which may be brought or alleged against SELLER, its officers, agents or employees by reason of the negligent, intentional, improper or unauthorized use or dissemination by BUYER, or its officers, agents or employees of accurate information furnished to BUYER by SELLER under this Agreement.
5. No alteration or variation of the terms of this Agreement shall be valid unless made in writing and signed by the parties hereto, and no oral understanding or agreement not incorporated herein shall be binding on any of the parties hereto.
6. This Agreement is not assignable by BUYER either in whole or in part.
7. BUYER and its agents or employees shall act in an independent capacity and not as officers, employees or agents of SELLER.
8. This Agreement is subject to any restrictions, limitations or conditions enacted by the Legislature which may affect the provisions or terms of this Agreement in any manner.
9. Except for the election of SELLER to cease furnishing information or to cancel this contract upon notice as above provided, this contract shall continue until canceled by either party upon at least thirty (30) days written notice to the other.

COMPANY NAME (PLEASE PRINT)

SIGNATURE OF AUTHORIZED DMV REPRESENTATIVE

MAILING ADDRESS

SIGNATURE OF AUTHORIZED REPRESENTATIVE

CITY STATE ZIP

PRINT NAME AND TITLE OF AUTHORIZED REPRESENTATIVE



COMMERCIAL EMPLOYER PULL NOTICE ENROLLMENT OR DELETION OF DRIVERS

Department of Motor Vehicles
Information Services Branch
Employer Pull Notice—H265
P.O. Box 944231
Sacramento, CA 94244-2310

CHECK ONLY **ONE** PROCESS PER FORM
 ENROLL OR DELETE

Please type or print in ink

EMPLOYER		
CURRENT ADDRESS		
CITY	STATE	ZIP CODE

REQUESTER CODE	DATE
TELEPHONE	
()	Ext
CONTACT PERSON'S NAME AND TITLE (FIRST, MI, LAST)	

CLASS LICENSE

- | | | |
|--------------------|---|--|
| A - Class A | B/P - Class B with passengers (Charter-Party) | C/S - Class C with Special Certificates |
| B - Class B | C/H - Class C with Hazardous Materials Endorsement | C/P - Class C with PUC permit issued |

CALIFORNIA DRIVER LICENSE OR TEMPORARY "X" NUMBER	DRIVER'S LAST NAME ONLY	CLASS LICENSE	"REMARKS" FOR YOUR USE (LIMIT TO 21 SPACES)
1)			
2)			
3)			
4)			
5)			
6)			
7)			
8)			
9)			
10)			
11)			
12)			
13)			
14)			
15)			

_____ **TOTAL DRIVERS ADDED** (A \$5 ENROLLMENT FEE FOR EACH DRIVER WILL BE BILLED TO YOUR ABIS ACCOUNT)

_____ **TOTAL DRIVERS DELETED** (NO FEE)

FOR ENROLLMENT ONLY:

I certify (or declare) under penalty of perjury under the laws of the State of California that the foregoing is true and correct.
 The driver(s) listed above are (1) mandated for enrollment under California Vehicle Code §1808.1. **OR** (2) have signed an "Authorization for Release of driver Record Information" form (INF 1101) or internal document with similar language **AND** are currently in an employer/employee relationship **AND** frequently drive during the course of their employment.

DATE	SIGNATURE X
PRINTED NAME AND TITLE	

To obtain additional forms and information please visit our website at: <http://www.dmv.ca.gov/vehindustry/epn/epngeninfo.htm>



A Public Service Agency

EMPLOYER PULL NOTICE PROGRAM

**AUTHORIZATION FOR
RELEASE OF DRIVER RECORD INFORMATION**

I, _____, California Driver License Number, _____,
hereby authorize the California Department of Motor Vehicles (DMV) to disclose or otherwise make available, my driving
record, to my employer, _____
COMPANY NAME

I understand that my employer may enroll me in the Employer Pull Notice (EPN) program to receive a driver record report at
least once every twelve (12) months or when any subsequent conviction, failure to appear, accident, driver's license suspension,
revocation, or any other action is taken against my driving privilege during my employment.

I am not driving in a capacity that requires mandatory enrollment in the EPN program pursuant to California Vehicle Code
(CVC) Section 1808.1(k). I understand that enrollment in the EPN program is in an effort to promote driver safety, and that my
driver license report will be released to my employer to determine my eligibility as a licensed driver for my employment.

EXECUTED AT: CITY _____ COUNTY _____ STATE _____

DATE _____	SIGNATURE OF EMPLOYEE X
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I, _____, of _____
AUTHORIZED REPRESENTATIVE COMPANY NAME

do hereby certify under penalty of perjury under the laws in the State of California, that I am an authorized representative of
this company, that the information entered on this document is true and correct, to the best of my knowledge and that I am
requesting driver record information on the above individual to verify the information as provided by said individual. This
record is to be used by this employer in the normal course of business and as a legitimate business need to verify information
relating to a driving position not mandated pursuant to CVC Section 1808.1. The information received will not be used for any
unlawful purpose. I understand that if I have provided false information, I may be subject to prosecution for perjury (Penal
Code Section 118) and false representation (CVC Section 1808.45). These are punishable by a fine not exceeding five
thousand dollars (\$5,000) or by imprisonment in the county jail not exceeding one year, or both fine and imprisonment. I
understand and acknowledge that any failure to maintain confidentiality is both civilly and criminally punishable pursuant to
CVC Sections 1808.45 and 1808.46.

EXECUTED AT: CITY _____ COUNTY _____ STATE _____

DATE _____	SIGNATURE AND TITLE OF AUTHORIZED REPRESENTATIVE X
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To obtain a driver record on a prospective employee you may submit an INF 1119 form. To add this driver to the EPN Program
you must submit the applicable forms: INF 1100, INF 1102, INF 1103, INF 1103A form. You may obtain forms at our website
at www.dmv.ca.gov/otherservices, or by calling 916-657-6346.

**THIS FORM MUST BE COMPLETED AND RETAINED AT THE EMPLOYER'S PRINCIPAL PLACE OF BUSINESS AND
MADE AVAILABLE UPON REQUEST TO DMV STAFF.**

DO NOT RETURN THIS FORM TO DMV.



COMMERCIAL EMPLOYER PULL NOTICE ENROLLMENT OF OUT OF STATE LICENSED DRIVERS

Department of Motor Vehicles
Office of Information Services
Employer Pull Notice—H265
P.O. Box 944231
Sacramento, CA 94244-2310

(THIS FORM IS FOR ENROLLING DRIVERS ONLY)

Please type or print in ink

EMPLOYER
CURRENT ADDRESS
CITY STATE ZIP CODE

REQUESTER CODE	DATE
TELEPHONE () Ext.	
CONTACT PERSON'S NAME AND TITLE (FIRST, MI, LAST)	

CLASS LICENSE		
A - Class A	B/P - Class B with passengers (Charter-Party)	C/S - Class C with Special Certificates
B - Class B	C/H - Class C with Hazardous Materials Endorsement	C/P - Class C with PUC permit issued

PRINT AS SHOWN ON OUT-OF-STATE LICENSE ("REMARKS" FOR YOUR USE (LIMIT TO 21 SPACES))

1) COMPLETE LAST NAME, FIRST, MIDDLE (DO NOT USE INITIALS)			BIRTH DATE
(HOME STATE ADDRESS)	CITY	STATE	ZIP CODE
DRIVER LICENSE NO.	CLASS LICENSE	REMARKS	

2) COMPLETE LAST NAME, FIRST, MIDDLE (DO NOT USE INITIALS)			BIRTH DATE
(HOME STATE ADDRESS)	CITY	STATE	ZIP CODE
DRIVER LICENSE NO.	CLASS LICENSE	REMARKS	

3) COMPLETE LAST NAME, FIRST, MIDDLE (DO NOT USE INITIALS)			BIRTH DATE
(HOME STATE ADDRESS)	CITY	STATE	ZIP CODE
DRIVER LICENSE NO.	CLASS LICENSE	REMARKS	

4) COMPLETE LAST NAME, FIRST, MIDDLE (DO NOT USE INITIALS)			BIRTH DATE
(HOME STATE ADDRESS)	CITY	STATE	ZIP CODE
DRIVER LICENSE NO.	CLASS LICENSE	REMARKS	

5) COMPLETE LAST NAME, FIRST, MIDDLE (DO NOT USE INITIALS)			BIRTH DATE
(HOME STATE ADDRESS)	CITY	STATE	ZIP CODE
DRIVER LICENSE NO.	CLASS LICENSE	REMARKS	

TOTAL DRIVERS ADDED (A \$5 ENROLLMENT FEE FOR EACH DRIVER WILL BE BILLED TO YOUR ABIS ACCOUNT)

I certify under penalty of perjury, under the laws of the State of California, that driver(s) listed above are (1) mandated for enrollment under California Vehicle Code §1808.1. OR (2) have signed an "Authorization for Release of driver Record Information" form (INF 1101) or internal document with similar language AND are currently in an employer/employee relationship AND frequently drive during the course of their employment.

Executed at _____, _____ COUNTY, _____ STATE

Date _____ Signature **X** _____

Printed name and title _____

To obtain additional forms and information please visit our website at: <http://www.dmv.ca.gov/otherservice/epr>



INFORMATION SERVICES BRANCH

EMPLOYER PULL NOTICE CHANGE OF ACCOUNT INFORMATION

SUBMIT WITHIN 10 DAYS OF CHANGE

SECTION A — CURRENT INFORMATION ON FILE

COMPANY NAME		REQUESTER CODE NUMBER
DBA		TELEPHONE NUMBER ()
MAILING ADDRESS		
CONTACT PERSON	ATTENTION (MAIL TO)	
EMAIL ADDRESS		

SECTION B — REQUESTED CHANGES TO THE EMPLOYER PULL NOTICE ACCOUNT

IF YOUR BUSINESS IS UNDER NEW OWNERSHIP, A NEW APPLICATION IS REQUIRED. CALL FOR ADDITIONAL INFORMATION.

EMAIL ADDRESS		
MAILING ADDRESS		TELEPHONE NUMBER ()
CONTACT PERSON	ATTENTION (MAIL TO)	

I understand that this information is provided for the lawful conduct of this business and the pursuit of its interest and that any misuse will result in both cancellation of the requester number and refusal of subsequent application for requester number.

I certify (or declare) under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

AUTHORIZED PERSON'S SIGNATURE

X

Return completed form to: **DEPARTMENT OF MOTOR VEHICLES**
Employer Pull Notice Unit
P. O. Box 944231
Mail Station H-265
Sacramento, CA 94244-2310
(916) 657-6346

“Upon request, this document can be produced in Braille or large print.”



EMPLOYER'S REPORT OF MEDICAL EXAM FAILURE/ EMPLOYER REQUEST FOR REEXAMINATION OF DRIVER

California Vehicle Code Section 14606(b) requires employers to report commercial class A or B drivers who fail to qualify for a medical certificate on reexamination to the Department of Motor Vehicles.

California Vehicle Code Section 13800 allows the Department of Motor Vehicles to investigate the qualifications of **any** driver when it appears necessary upon receiving information or upon a showing of its records.

This form may be used to request the Department of Motor Vehicles to investigate the qualifications of **any** driver when a driver's condition or behavior may impair his or her ability to safely operate a motor vehicle. To have a driver's qualifications reevaluated by the department, please identify the driver by filling out the applicable driver information below and briefly describe the condition or actions of the driver which make you believe a reexamination by the department is necessary.

This form may be used to report a commercial class A or B driver to the Department of Motor Vehicles when the driver fails to qualify for renewal of a medical certificate.

Mail completed forms to:

Department of Motor Vehicles
Driver Safety Services Unit
P.O. Box 942890, M/S J234
Sacramento, CA 94290-9890

Please complete the following information, if known, and attach a copy of the driver's medical evaluation or other pertinent information, if available. If you need further information, or need help in completing the form, please call the Driver Safety Services Unit at (916) 657-6452.

DRIVER'S NAME	BIRTH DATE	LICENSE OR X NUMBER	CLASS OF LICENSE	STATE ISSUING LICENSE
ADDRESS	CITY	STATE	ZIP CODE	TELEPHONE NUMBER ()
NAME OF PHYSICIAN		MEDICAL NUMBER	TELEPHONE NUMBER ()	DATE OF EXAM
ADDRESS		CITY	STATE	ZIP CODE
EMPLOYER'S NAME		TITLE	COMPANY PHONE NO. ()	
COMPANY NAME AND ADDRESS		CITY	STATE	ZIP CODE

If you are requesting a driver be reexamined pursuant to Vehicle Code Section 13800, please complete the section below. Briefly describe the condition or actions of the driver that make you believe a reexamination by the department is necessary.

SIGNATURE	TITLE	DATE
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California Relay Telephone Service for the deaf or hearing impaired from TDD Phones: 1-800-735-2929; from Voice Phones: 1-800-735-2922

