



South Carolina Department of Motor Vehicles

REQUEST FOR DEALER LICENSE INFORMATION

DLA-11
(Rev. 07/2025)

PART 1

Check the boxes of permissible uses that apply to you under Federal Law (18 USC, Chapter 123). Persons submitting this form to obtain someone else's record should read Federal Law, vehicle owner personal information may be obtained only for certain uses. Federal Law defines the following as permissible uses of information:

- ☐ 1. For use by any government agency in carrying out its functions.
- ☐ 2. For use in connection with motor vehicle or driver safety and theft, emissions, product alteration, recalls or advisories; market research, survey research and removal of non-owner records from the original owner records of motor vehicle manufacturers.
- ☐ 3. For business to verify the accuracy of personal information given to that business or its agents by an individual.
- ☐ 4. For use in connection with any court proceeding or investigation in anticipation of litigation.
- ☐ 5. For use in research activities and in producing statistical reports, so long as the personal information is not published, redisclosed, or used to contact individuals. (NOTE: This is a mail-in process only. A detailed cover letter must be attached.)
- ☐ 6. For use by an insurer for claims investigation, rating or underwriting.
- ☐ 7. For use in providing notice to owners of towed or impounded vehicles.
- ☐ 8. For use by any licensed private investigation agency or licensed security service for any purpose permitted under this subsection.
- ☐ 9. For use in connection with the operation of private toll transportation facilities.
- ☐ 10. For use by any customer, if the customer has the written consent of the individual to whom the information pertains. (See Part 3)

Under penalty of perjury, I state that I am entitled to receive and use this information as permitted under the Driver's Privacy Protection Act of 1994 (18 USC, Chapter 123 as amended). I further acknowledge that if I misuse this information or give it to someone who uses it for an unauthorized purpose, I may be subject to Federal criminal law as well as a civil lawsuit where the minimum award is \$5,000.00.

*Print Name of Person/Business Requesting Information

Account Number with DMV

Fax Number

Phone Number

*Person/Business Complete Mailing Address

City

State

Zip Code

*Signature of Person Receiving Information

*Date

PART 2 – Dealership Information

Name of Dealership: _____ Dealer Number: _____

Dealership Address: _____

Dealership Owner Address: _____

Information Requested: _____

Fees:

- ☐ Dealer Application \$10.00
- ☐ Bond Information \$10.00
- ☐ Other _____

**MAIL TO: SCDMV
Business License Unit
P.O. Box 1498
Blythewood, S.C. 29016-0023**

PART 3 – Consent: (only needed if box 10 is checked)

I, _____, give consent for the release of my personal information to the person shown above.

Signature of Person Giving Consent

Date

OFFICE USE ONLY

Identification presented by person receiving information

Office Code

Employee Processing Request

Date