

The Government of Alberta has passed the Access to Motor Vehicle Information Regulation, which comes into force on May 1, 2004. A copy of the regulation may be obtained at the following website: [http://www.gp.gov.ab.ca/documents/Regs/2003\\_140.cfm?frm\\_isbn=0779719131](http://www.gp.gov.ab.ca/documents/Regs/2003_140.cfm?frm_isbn=0779719131).

## Applying for Access to Motor Vehicle Data

Under the Access to Motor Vehicle Information Regulation, those who want access to motor vehicle information must apply to the Registrar.

To apply for permission to obtain personal information from the motor vehicle database:

- Complete the [application form](#) and mail it to:

Alberta Government Services  
Registry Services, Data Access Unit  
3<sup>rd</sup> Floor John E. Brownlee Building  
10365 – 97 Street  
Edmonton, AB T5J 3W7

- Registry Services will review the application and notify you in writing of the Registrar's decision.
- If your organization is approved for access, you will be sent a contract to sign. Once the contract has been executed, you will be assigned a unique identification number that will allow you to obtain motor vehicle data at any registry agent office in Alberta.

## Information Requested in the Application Form

**Legal Name of Business:** This is the name that appears on all contracts and other documents.

**Type of Business:** In one or two words, what kind of business is this?

**Name of Contact Person:** Who is the best person for Registry Services to contact with questions or concerns, or for ongoing contract administration issues?

**Contact's E-mail Address:** In the event we need to contact all the businesses that have access agreements, e-mail is the fastest way to distribute information.

**Section of the Regulation you are applying under:** The Access to Motor Vehicle Information Regulation specifies a list of purposes for which motor vehicle information may be released. State the section under which your organization is applying to receive motor vehicle information.

**Information Required:** Please explain exactly what information your business will need access to. Attach a separate sheet if you need more space.

**How the information will be used:** Please be sure to include all the information necessary to make a decision regarding granting access. Ensure your answer: (1) is detailed and specific regarding the use of the information, and (2) clearly shows that it is in accordance with the regulation. Attach a separate page if you need more room to write.

**For more information on the Access to Motor Vehicle Information Regulation or if you require assistance completing your application, please contact the Data Access Unit at (780) 427-0024.**

PLEASE NOTE THAT PROCESSING YOUR APPLICATION WILL BE DELAYED  
IF THE APPLICATION IS NOT SUFFICIENTLY DETAILED OR IS MISSING INFORMATION