



Missouri Department of Revenue
Request From Driver License Record Holder

Complete this form to request Driver License records (including your personal information on those records).

Record Holder's Information	First Name		Middle Initial	Last Name	
	Date of Birth (MM/DD/YYYY) ____/____/____		Missouri Driver License Number		Daytime Telephone Number (____)____-____
	Mailing Address		City	State	Zip Code

Driver License Records	<input type="checkbox"/> Driver Record	<input type="checkbox"/> Clearance Letter (No Fee Required)
	<input type="checkbox"/> Image Portfolio (Black and White Photo)	<input type="checkbox"/> Temporary Driving Privilege (No Fee Required)
	<input type="checkbox"/> Other (Specify) _____	

Mailing & Fax Information	Would you like the requested records to be sent somewhere other than to the record holder's address? <input type="checkbox"/> Yes <input type="checkbox"/> No			
	If yes, how would you like it to be sent? <input type="checkbox"/> Mail (provide alternate mailing address) <input type="checkbox"/> Fax (add \$0.50 per page faxed; provide fax number)			
	Name		Agency Name (If Applicable)	
Address		City	State	Zip Code

Payment Options and Signature	Records can be obtained by walk-in, mail-in, or e-mail request. The fee is \$2.82 per record. A convenience fee will be charged for credit or debit card transactions. The Missouri Department of Revenue may electronically resubmit checks returned for insufficient or uncollected funds. You may visit us at Central Office, Harry S Truman Building, Room 470, 301 West High Street, Jefferson City, Missouri.										
		Cash	Check	Money Order	Debit Card	Discover	Visa	American Express	Mastercard		
	Central Office Visit	✓	✓	✓	✓	✓	✓	✓	✓	Total Record Fees \$0.00 - \$50.00	Convenience Fee \$1.25
	Mail		✓	✓		✓	✓	✓	✓	\$50.01 - \$75.00	\$1.75
	Fax or E-Mail					✓	✓	✓	✓	\$75.01 - \$100.00	\$2.15
If you are paying by credit or debit card you must provide the following:											
Name (as it appears on card)					Card Number				Expiration Date ____/____		
Under penalties of perjury, I declare that the above information and any attached supplement is true, complete, and correct. I authorize the Department of Revenue to send the requested record where I designated above.											
Record Holder's Signature							Date (MM/DD/YYYY) ____/____/____				

Notary Information	Embosser or black ink rubber stamp seal	Subscribed and sworn before me, this _____ day of _____ year		
		State	County (or City of St. Louis)	My Commission Expires (MM/DD/YYYY) ____/____/____
	Notary Public Signature			
	Notary Public Name (Typed or Printed)			

Form 4681 (Revised 07-2016)

Mail to: Driver License Bureau
 DL Record Center
 P.O. Box 2167
 Jefferson City, MO 65105-2167

Phone: (573) 526-3669
Fax: (573) 526-7367
E-mail: direcords@dor.mo.gov

Visit <http://www.dor.mo.gov>
 for additional information.

