



SHERIFF DAVID J. MAHONEY DANE COUNTY SHERIFF'S OFFICE

JEFF HOOK, Chief Deputy
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Captain, Security Services
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Captain, Field Services
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DPPA PERMISSIBLE USE FORM

Attorney/Law Firm Request for Records Containing Personal Information Obtained from Motor Vehicle Records

The Federal Driver's Privacy Protection Act (DPPA), 18 U.S.C. §§ 2721-2525, regulates access to personal information obtained from motor vehicle records. Under 18 U.S.C. § 2721(b)(4), the Dane County Sheriff's Office will make records containing personal information obtained from motor vehicle records available to an Attorney/Law Firm Requester (Requester) based on the Requester's certification that the Requester is authorized to obtain and use the records. This form must be completed before records containing personal information will be released.

REQUESTER INFORMATION

Name of Attorney	State Bar Number of Requesting Attorney		
Name of Law Firm	(Area Code) Telephone Number		
Street Address	City	State	Zip Code
Mailing Address (if different from above)	City	State	Zip Code

Notice to Requester: It is unlawful for any person to knowingly obtain, disclose or use personal information obtained from a motor vehicle record for any use not permitted under 18 U.S.C. § 2721(b). Anyone requesting the disclosure of personal information who misrepresents their identity or makes a false statement to obtain personal information from an individual's motor vehicle record is subject to civil and criminal penalties. Knowledge of what access and uses are permitted under the DPPA and Wisconsin Law is the responsibility of the Requester.

RECORD INFORMATION

Record Requested:	Incident Report <input type="checkbox"/>	Other (describe) <input type="checkbox"/>
Name of Record Subject	Incident Number (if known)	
Date/Time of Accident/Incident	Location of Accident/Incident	

AUTHORIZED USE

I certify that I am authorized to obtain and use the requested records for the following permissible use:

For use in connection with a civil, criminal, administrative, or arbitral proceeding in any Federal, State, Circuit, local, or tribal court or agency, or before any self-regulatory body, including the service of process, investigation in anticipation of litigation, and the execution or enforcement of judgments and orders, or pursuant to an order of a Federal, State, Circuit, local, or tribal court. 18 U.S.C. § 2721(b)(4)

The Dane County Sheriff's Office will release records to an attorney or law firm requester under 18 U.S.C. § 2721(b)(4), only for use in a specified legal proceeding or as part of the attorney or law firm's representation of an identified client. Solicitation of prospective clients is not a permissible use under 18 U.S.C. § 2721(b)(4). You must provide the following information.

Client's Name	Name of Court (agency or self-regulatory body)
Name of Case	Case Number

CERTIFICATION

I certify that the information and statements contained herein are true and correct, comply with the provisions of the Federal Driver's Privacy Protection Act and will be used solely and exclusively for the purpose indicated above. I understand that by requesting and receiving records containing personal information obtained from motor vehicle records, I am responsible for any improper or unauthorized access to, or use of, such personal information. I further understand that any redisclosure of any personal information contained in a record received pursuant to this request must be for a permissible use and that for a period of five years, I must keep a record of that redisclosure identifying each person or entity that receives the information and the permitted purpose for which the information will be used.

X _____

Requester's Signature (required)

_____ Date