



Pho: (866) 454-3238

Fax: (866) 790-5246

Washington Registration Report Instructions

Please read the information below carefully. Each company requesting Registration Reports from the Washington State Department of Licensing is required to submit this.

- Fill out the form in its entirety.
- Information requested is on the Company requesting the information.
- Sign and date the form in the spaces provided.
- Fax or mail to:

Datalink Services
PO Box 163355
Sacramento, CA 95816
Fax: 866-790-5246

Subscriber Acknowledgement – Washington (Vehicle Registration)

This Subscriber Acknowledgment is being executed in connection with the execution of the Master Agreement for Consumer Reporting and Ancillary Services between _____ (“**Subscriber**”) and Datalink Services, Inc. (“**Datalink**”) dated _____ (the “**Agreement**”). The terms and conditions contained in this Subscriber Acknowledgement are in addition to those terms and conditions found in the Agreement.

1. Subscriber certifies that:
 - A. Services received will be used strictly in accordance with DPPA regulations and RCW 4.12.380 (as outlined below);
 - B. It is a business entity that requests information to use in the normal course of business;
 - C. Services will only be used for the purpose(s) as stated in the Agreement;
 - D. Services will not be used for making unsolicited business contact with any persons named in the vehicle report;
 - E. Datalink is obtaining Services at the request of Subscriber; and
 - F. If it is an attorney or private investigator notification will be sent to the registered owner of the vehicle(s).

2. Subscriber, at the request of the Washington Department of Licensing (the “Department”), whether directly, or through Datalink, must provide access to all Washington records, including request logs, retained in connection with the Agreement for including, but not limited to, its review, inspection, and right to copy. Such records must be retained for a period of at least three (3) years. Such records must be made available for inspection and review in a non-redacted form regardless of any claim of privilege or confidentiality. Further, the Department may request copies at no cost to the Department.

RCW 46.12.380 Disclosure of names and addresses of individual vehicle owners.

- (1) Notwithstanding the provisions of chapter 42.56 RCW, the name or address of an individual vehicle owner shall not be released by the department, county auditor, or agency or firm authorized by the department except under the following circumstances:
- (a) The requesting party is a business entity that requests the information for use in the course of business;

 - (b) The request is a written request that is signed by the person requesting disclosure that contains the full legal name and address of the requesting party, that specifies the purpose for which the information will be used; and

 - (c) The requesting party enters into a disclosure agreement with the department in which the party promises that the party will use the information only for the purpose stated in the request for the information; and that the party does not intend to use, or facilitate the use of, the information for the purpose of making any unsolicited business contact with a person named in the disclosed information. The term "unsolicited business contact" means a contact that is intended to result in, or promote, the sale of any goods or services to a person named in the disclosed information. The term does not apply to situations where the requesting party and such person have been involved in a business transaction prior to the date of the disclosure request and where the request is made in connection with the transaction.
- (2) Where both a mailing address and residence address are recorded on the vehicle record and are different, only the mailing address will be disclosed. Both addresses will be disclosed in response to requests for disclosure from courts, law enforcement agencies, or government entities with enforcement, investigative, or taxing authority and only for use in the normal course of conducting their business.
- (3) The disclosing entity shall retain the request for disclosure for three years.
- (4) Whenever the disclosing entity grants a request for information under this section by an attorney or private investigator, the disclosing entity shall provide notice to the vehicle owner, to whom the information applies, that the request has been granted. The notice also shall contain the name and address of the requesting party.
- (5) Any person who is furnished vehicle owner information under this section shall be responsible for assuring that the information furnished is not used for a purpose contrary to the agreement between the person and the department.
- (6) This section shall not apply to requests for information by governmental entities or requests that may be granted under any other provision of this title expressly authorizing the disclosure of the names or addresses of vehicle owners.
- (7) This section shall not apply to title history information under RCW 19.118.170

Acknowledged:

Subscriber Name

By: _____
Subscriber Representative

Name and Title of Signer (please print)

Date