



# DVLA subject access request (SAR)

MIS1065

You can ask for information that DVLA holds about you by making a subject access request (SAR). There is no fee for making a request.

You'll need to provide us with information to help prove your identity and find the information you're asking for so that we can process your request. Any information not provided may lead to a delay in responding to your request.

For information about your:

- vehicle, fill in section 1 and 3
- GB driver record, fill in section 2 and 3
- vehicle and GB driver record, fill in section 1, 2 and 3

If you're making a request on behalf of someone else for information about their vehicle or GB driver record, only fill in section 4.

## Section 1 – for information about your vehicle, please provide the following details

Your full name

Name shown on the V5C registration certificate (log book) when you were the keeper (if different)

Your current address

Address shown on the V5C registration certificate (log book) when you were the keeper (if different)

Registration numbers, including the make and model, of the vehicles you're asking about

Tell us what specific information you need about your vehicles

## Section 2 – for information about your GB driver record, please provide the following details

Your full name, as shown on your GB driving licence

GB driving licence number (16 characters)

Date of birth

DDMMYYYY

Your current address

Address shown on your GB driving licence  
(if different)

**Tell us what specific information you need about your driver record**

(if you require specific information from your driver record, for example, medical information held on our records about your fitness to drive, please provide as much detail as possible for us to locate the information)

## Section 3 – your contact details (optional)

You do not have to provide the details requested below, but they may be helpful if we need to get in touch regarding this application.

Do not provide these details if you do not wish to be contacted in this way.

**Contact telephone number** (this will only be used to contact you if there is an issue with your application)

**Email address** (by completing this field, this will only be used to respond to your request via email or contact you if there is an issue with your application)

## Section 4 – third party requests

If you're making this request on behalf of someone else, you must also provide authorisation from the person whose information is being requested. You must attach confirmation of their authority or hold a valid Power of Attorney. Confirmation of their authority must include:

- their name and address
- their relationship to you
- confirmation that you are entitled to make the request on their behalf
- their signature and date

This confirmation documentation will need to be attached to the email when you submit this request.

Please provide the following information.

**Your full name or organisation**

**Your full address or organisation's full address**

**Your contact telephone number** (this will only be used to contact you if there is an issue with your application)

**Your email address** (by completing this field, this will only be used to respond to your request via email or contact you if there is an issue with your application)

**Individual's full name**

**Individual's name shown on the V5C registration certificate (log book) when they were the keeper (if different)**

**Individual's current address**

**Individual's address shown on the V5C registration certificate (log book) when they were the keeper (if different)**

**Registration numbers, including the make and model, of the vehicles you're asking about**

**Individual's full name as shown on their GB driving licence**

**Individual's GB driving licence number** (16 characters)

**Individual's date of birth**

**DDMMYYYY**

Individual's current address

Individual's address shown on their  
GB driving licence (if different)

Tell us what specific information they need

You can either:

- click [here](#) which will attach the form to an email to send to [subjectaccess.requests@dvla.gov.uk](mailto:subjectaccess.requests@dvla.gov.uk)
- save the form, attach it to an email and send to [subjectaccess.requests@dvla.gov.uk](mailto:subjectaccess.requests@dvla.gov.uk)
- print the form and send your request to the address below

**Subject Access Request (SAR) Enquiries**  
**DVLA**  
**Swansea**  
**SA99 1BX**