

Public Records Request

The Colorado Auto Industry Division provides information from its motor vehicle/powersports records. Information requests can usually be provided within three business days after receipt of order and fees. If you have any questions please call (303) 205-5604. Requests may be hand carried to the AID office or submitted electronically on the AID home page. See Helpful Links: **CORA Request**. The AID mailing/physical address can be found on our website: SBG.Colorado.gov/AID

Requestor's Name		Title		Telephone	
Company/Department Name			Email Address		
Mailing Address		City		State	ZIP
Public Records & Fees					
If you are requesting public records for more than one dealer, wholesaler or salesperson, provide the required information on a separate piece of paper. Note that no fees are required for law enforcement and/or government agency inquiries.					
Dealer or Wholesaler License name		License Number		Salesperson Name	
Description of Public Records Request					
Per C.R.S. 24-72-205, the fees for public records are as follows:					
<u>Photocopies</u>		<u>Media</u>			
A single page is \$0.25		CD	\$0.50		
		DVD	\$1.00		
<u>Time</u>					
Based on the personal services, in the long Bill and Special Bill the average fully loaded hourly rate per FTE is \$39.00. This rate will be used in quarter hour increments.					
<u>Research and Retrieval Fee</u>					
A nominal fee of \$15.00 per hour may be assessed.					
Stated use of requested information: _____					

Method for Report Delivery: <input type="checkbox"/> Mail <input type="checkbox"/> Call requestor for pickup <input type="checkbox"/> FOIA Request <input type="checkbox"/> Email					
The above named requestor, agrees to indemnify and hold harmless, the State of Colorado, the Colorado Department of Revenue, and its officers, agents and employees from and against any and all loss, damages, injury, liability and claims arising out of the furnishing of motor vehicle/powersports records to the requestor.					
Signature				Date	
For Office Use Only					
Reviewer		Process Date		Fee Submitted	
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