**How to Access Your Driving Record**

**When Applying for Employment with**

**Perry – Clear Creek Fire Department**

1. Visit <http://www.in.gov/bmv/>
2. Click on the “Create a myBMV account” video for instructions
3. Be sure to have ready your driver’s license number, the last four digits of your social security number, and zip code as listed on your driver’s license
4. Click on link to “Create an account”
5. Fill in information blanks and choose a username and password
6. Once your account is created, click “View your driver record”
7. Use the Right Click button on your mouse or mouse pad to bring up a menu including a “Print preview” and “Print” option
8. Print all pages of your driver record
9. Submit all pages of your driver record to the Township