



Getting or Changing Information on a Vehicle

Getting Vehicle Information

You can receive information on a vehicle by ordering a Vehicle Record (also called a "vehicle abstract"). It is important to note that address information is protected under the Freedom of Information and Protection of Privacy Act, and is available to Authorized Requestors only.

Below are descriptions of the different types of Vehicle Records (abstracts). Click on a title of the Vehicle Record that you would like to order on-line. *Vehicle Records cost \$12.00 each, \$18.00 if a certified copy of the record is required.*

- **Owner by Vehicle Identification Number (VIN) as of a Specific Date** contains information about the registered owner of a vehicle as of a specific date. The information is retrieved by using the vehicle identification number. Contains owner's name, renewal date, vehicle description, class, status, empty weight for commercial vehicles and trailers, brand, vehicle declaration, plate details, validation sticker number, declaration, validation start and expiry dates, registered gross weight for commercial vehicles, permit number and date of issue.
- **Plate History** contains a complete history of a specific plate number. This information is retrieved by using the plate number. It contains current and previous owners and all vehicles attached to a specific plate number. It includes plate number, series, status and registered date, owner's name, driver's licence number and/or registrant identification number (RIN), registrant type, vehicle identification number (VIN), and full description of all vehicles attached to the specific plate, vehicle class, dates plate attached and removed from a specific vehicle and file number.
- **Vehicle Abstract - Plate Search** contains the most recent owner of a plate. The information is retrieved by using the plate number. Includes owner's name, renewal date, vehicle description, vehicle class, status, empty weight for commercial vehicles and trailers, brand, vehicle declaration, plate number, series, status and registration date, validation sticker number, declaration, start and expiry dates, registered gross weight for commercial vehicles, permit number and date of issue.
- **Vehicle Abstract - Plate Search by Date** using the plate number. Includes owner's name as of a particular date, renewal date, vehicle description, vehicle class, status, brand, vehicle declaration, empty weight for commercial vehicles and trailers, plate number, series, status and registration date, validation sticker number, validation declaration, validation start and expiry dates of valtag, registered gross weight for commercial vehicles, permit number and date of issue.
- **Vehicle Abstract - Vehicle History** using vehicle identification number. Contains vehicle description, vehicle class, vehicle status, file number and vehicle brand for each vehicle, current and previous owners of a specific vehicle. Contains owners' names, registrant identification number, registrant type, plate status and date(s) the vehicle was registered to each registrant and status information.

You may order online at [ServiceOntario Driver and Vehicle Online Services](#).

The following item cannot be ordered on-line. For further information, call 416-235-2999 or toll free 1-800-387-3445 (Canada wide).

- **Vehicle Confirmation Letter**

If specific information in a vehicle record is required and a vehicle record search will not provide the required

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information, a letter confirming the specific information recorded in ministry files may be provided. The signed request must include the vehicle identification number or plate number and the type of information that is required. Confirmation letters cost \$6 each. Certified letter is \$12.

The request must be mailed or faxed to:

Ministry of Transportation
Licensing Administration and Support Office
Special Enquiry Unit
Building A, Room 178
2680 Keele Street
Downsview, ON M3M 3E6

Fax: 416-235-4414

Changing Vehicle Information

Address Changes

Under the requirements of the Highway Traffic Act, you must notify the ministry within six days of changing your residential address. The ministry requires a complete residential address — a Post Office box number is not sufficient. The address must contain either the street number, street name, apartment number (if applicable), city and postal code OR lot, concession, township and rural route, city and postal code. This information is required to help support law enforcement activities.

Change your address online: [ServiceOntario - Change of Address](#)

OR

Complete and submit the address change section of your vehicle permit. If you take it to a [ServiceOntario Driver and Vehicle Licence Issuing Office](#) with your current vehicle permit, you will be issued a new permit at that time. You may also visit a [ServiceOntario kiosk](#)

For a company, a letter on company letterhead is required listing vehicles/plates with same Registrant Identification Number (RIN) requiring change of address, and stating that all vehicles and plates are moving to the new address. Send your letter to:

Ministry of Transportation
Licensing Administration and Support Office
Building A
2680 Keele Street
Downsview, ON M3M 3E6

Fax: 416-235-4414

For a joint registration you must file an address change for the two individuals within the joint registration. In addition, you must also file an address change for the joint registration. The Registrant Identification Number (RIN) for the joint registration is a nine-digit number. Use this number to file the address change.

Name Changes

If you require a name change or correction to your vehicle permit, please complete and submit an application for registration form and provide applicable official documentation listed below at the nearest [Driver and Vehicle Licence Issuing Office](#). Your old permit is required to process changes.

Type of Change	Required Proof
Adopted Name	<ul style="list-style-type: none"> • Court Order for Adoption Change of Name Certificate
Singular Name	<ul style="list-style-type: none"> • US or Canadian Birth Certificate • Canadian Certificate of Indian Status
Common Law Name	<ul style="list-style-type: none"> • Change of Name Certificate • Marriage Certificate issued by governments indicating former name e.g. birth name • US or Canadian Birth Certificate indicating birth name • Change of Name Certificate
Revert to Former Name	<ul style="list-style-type: none"> • Canadian Citizenship Card with photo/Permanent Resident Card/Record of Landing (Form IMM 1000)/Confirmation of Permanent Residence (Form IMM 5292), containing former name • Court Order for Divorce • Certified copy of Marriage Certificate • Certified copy of Statement of Live Birth (issued by Ontario only).
Married Name	<ul style="list-style-type: none"> • Marriage Certificate (issued by governments) • Certified copy of Marriage Certificate • Change of Name Certificate
Legal Name Change	<ul style="list-style-type: none"> • Court Order • Change of Name Certificate

Vehicle Description Changes

You must report a change or data correction for a registered vehicle within six days of the change. These changes include:

- Colour
- Body Type
- Fuel Type (Power)
- Number of Cylinders
- Registered Gross Weight
- Make, Model and/or Year
- Odometer Information
- Vehicle Identification Number (VIN)

Bring your vehicle permit to any ServiceOntario Driver & Vehicle Licence Issuing Office and complete an Application for Registration indicating the changes.

If your vehicle permit contains incorrect information, bring the incorrect permit to any [ServiceOntario Driver and Vehicle Licence Issuing Office](#). To change the make, model, year and/or Vehicle Identification Number (VIN) one of the following documents will also be required.

- Copy of New Vehicle Information Statement
- Copy of original manufacturer's invoice
- Copy of Bill/Certificate of Sale from original dealer
- Copy of original Certificate of Title/Origin
- Statement from a vehicle dealer on company letterhead explaining the discrepancy
- Original vehicle manufacturer's warranty.

For further information please complete our online [feedback form](#), or contact the Driver and Vehicle Licensing Call Centre at 416-235-2999 or toll free at 1-800-387-3445.

Customer Service Options

Below are the Ministry of Transportation service channels where you can purchase/order this service. Click on the underlined titles below for an address/location.

	<u>DriveTest Centre</u>	<u>Licence Issuing Office</u>	<u>Service Ontario Kiosk</u>	Mail Phone	<u>Order Online</u>
Buying a vehicle record (abstract)	Yes		Yes	Yes	Yes
Changing a name on a vehicle permit	Yes				
Changing an address on a vehicle permit	Yes		Yes	Yes	Yes
Changing information about your vehicle (other than name/address)	Yes				