



Vehicle Dealer E-Permit Online User List Modification

You can use this form to add, remove or update user information for the online vehicle dealer e-permit application. When completed, send to:

IRU/Communications
Department of Licensing
 PO Box 2076
 Olympia, WA 98507-2076
 Fax: (360) 570-4943

PRINT or TYPE

| | | | |
|-------------------------|-------|----------------------|----------|
| Dealer number | | Dealer location code | |
| Dealer name | | | |
| DBA | | | |
| Dealer physical address | | | |
| City | State | County | ZIP code |

Add user A new employee needs to apply for Secure Access

| | | | |
|--|-------|--|------------------------|
| 1 Name <i>(Last, First, Middle initial)</i> | | User role <input type="checkbox"/> user manager <input type="checkbox"/> user | |
| DOL access code | email | (Area code) Telephone number | (Area code) Fax number |
| 2 Name <i>(Last, First, Middle initial)</i> | | User role <input type="checkbox"/> user manager <input type="checkbox"/> user | |
| DOL access code | email | (Area code) Telephone number | (Area code) Fax number |

Remove user

| | | | |
|--|--|--|------------------------|
| 1 Name <i>(Last, First, Middle initial)</i> | | User role <input type="checkbox"/> user manager <input type="checkbox"/> user | |
| email | | (Area code) Telephone number | (Area code) Fax number |
| 2 Name <i>(Last, First, Middle initial)</i> | | User role <input type="checkbox"/> user manager <input type="checkbox"/> user | |
| email | | (Area code) Telephone number | (Area code) Fax number |

Update user information

Current information

| | | | |
|---|--|--|------------------------|
| Name <i>(Last, First, Middle initial)</i> | | User role <input type="checkbox"/> user manager <input type="checkbox"/> user | |
| email | | (Area code) Telephone number | (Area code) Fax number |

Updated information

| | | | |
|---|--|--|------------------------|
| Name <i>(Last, First, Middle initial)</i> | | User role <input type="checkbox"/> user manager <input type="checkbox"/> user | |
| email | | (Area code) Telephone number | (Area code) Fax number |

X

User manager signature

Effective date

The Department of Licensing has a policy of providing equal access to its services. If you need special accommodation, please call (360) 902-3600 or TTY (360) 664-8885.