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WASHINGTON STATE DEPARTMENT OF LICENSING

Personal Delivery Device Registration and Self-Certification

Businesses use this form to register personal delivery devices operating in Washington state and to self-certify annually with the Department of Licensing. **It is your responsibility to renew and pay required fees each year from the date of your application.**

Business information

Business name			
Business mailing address *(Address or PO Box, City, State, ZIP code)*			
Washington registered agent name	Driver license number	Email	(Area code) Phone number
Registered agent Washington address *(Address or PO Box, City, State, ZIP code)*			

Answer the following

1. Do you understand each personal delivery device must display a unique identification number? . . . . . ☐ Yes ☐ No
2. Do you understand the registered agent is responsible for any infraction committed by any of your personal delivery devices? . . . . . ☐ Yes ☐ No
3. Do you certify you possess the required insurance? . . . . . ☐ Yes ☐ No

Incidents and traffic infractions

List any Washington incidents and traffic infractions during the previous year. RCW 46.75.030

Device identification number	Date	Incidents/Traffic infractions (location and citation number)

For additional incidents/traffic infractions, enter information on a separate sheet and attach to this self-certification.

I certify under penalty of perjury under the laws of the state of Washington the foregoing is true and correct.

Date and place (city or county) signed

X Registered agent: Print completed form; sign and date here

Registered agent signature Date

Required fees and form submittal

Mail this form and required fees with a check or money order, payable to the Department of Licensing to:

Application and Issuance
Department of Licensing
PO Box 9909
Olympia, WA 98507-8500

Continue to device registration on next page

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Business information

Business name		
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Washington registered agent name	Email	(Area code) Phone number
Registered agent Washington address *(Address or PO Box, City, State, ZIP code)*		

Personal delivery device registration – List all devices that will operate in Washington and **enter $50 fee for each.**

Device identification number	Areas device will operate (city or county)	Add/Remove	Fee
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Total required fees (this page) $ 0

Copy this page or use the **Add page** button to list additional devices, include fees with your payment, and attach to your application.

Add a page