

TEITEL SERVICE BUREAU, INC.

TWENTY FOUR HOUR CERTIFIED LEGAL DOCUMENT REPORTING

NEW YORK STATE

RATES EFFECTIVE: July 15, 2012

P.O. Box 3150
Albany, NY 12203-0150
Phone: 518-438-7956
Fax: 518-438-0502

DEPARTMENT OF MOTOR VEHICLES

We can offer 24-hour service on most requests, Express Mail or arrange for personal delivery of any work. All requests are handled on a rush basis. The availability of documentation for such requests may vary with the Departmental dated backlog and the allowance for their processing.

With the exception of Fatal Accidents, or cases with pending action, accident reports required by law to be filed with the Commissioner of Motor Vehicles, conviction certificates, police reports, complaints, satisfied judgment records, hearing records, correspondence relating to any of the same, and registrations, the statute of holding such documents is four years prior to the current date.

When requesting a copy of accident or police reports, the following information is necessary: date of accident, county of accident, precinct and police accident number (within the 5 boroughs of NYC), operator, operator's address, date of birth, client ID number, and plate number for each vehicle involved. Please state specifically the name of all operators whose reports are requested (and/or police report only).

Requests for copy of accident or police reports under present working conditions, with personnel shortages and work backlog at the Motor Vehicle Department may vary between 30 and 60 days from the date of accident before they can process any report for digital imaging copy. Call to obtain "current" availability.

When requesting a copy of a valid Driver's License (or Renewal Application), Revocation Order, Suspension Order, Cancellation Order, or Compliance Notice, the following information is necessary: name, address, sex, date of birth, and client ID number.

With relation to Drivers Licenses, when the current application is accepted by the Commissioner of Motor Vehicles, the expired licenses and driver application are usually destroyed. Expired licenses or licenses under suspension or revocation are not allowed to be copied. The N.Y.S. Department of Motor Vehicles will not allow documentation or copy of license photographs, medical or social security records.

When requesting copy of an Abstract of Driving Record (which provides record of violation, conviction, suspension, revocation, and accident) (FOR 3 YEARS ONLY) the following information is necessary: name, address, sex, date of birth, client ID number, and any known previous addresses (in New York State).

When requesting registration and/or insurance carrier, the following information is necessary: date of accident, vehicle year and make, license plate number, vehicle identification number, name of registrant, date of birth and address as known. NOTE: Copies of both "original" registration and insurance ID cards are available for document copy in "most" instances.

A DATE OF BIRTH and address MUST accompany ALL searches for utmost accuracy. Computer searching is almost an impossibility without a date of birth. Client ID number and/or license plate number should be available as necessary. Absence of the aforementioned information could yield incorrect results, especially with "common" names, and will add additional searching and additional fees.

FEE SCHEDULE: ALL prices quoted are for “Certified” Documents unless otherwise noted
 ALL document fees are advanced
 Price schedule subject to change with any Motor Vehicle Department fee increases

ALL REQUESTS WILL BE DOCUMENTED WHENEVER POSSIBLE.

Computer terminal searches (license, registration, insurance or title) while you wait	\$20 for first search *\$15 for each additional search <u>per file</u>
Accident Reports (Personal or Police).....	\$45 each
Negative certificates for Police or accident report	\$35 each
Abstract of Driving Record (3-5 day waiting period).....	\$25 each
Driver License Application or Renewal (Both Sides).....	\$25 each
Negative Certificates for Driver’s License, Accident or Registration.....	\$25 each
Order of Suspension, Revocation or Restoration.....	\$25 each
Conviction Certificate Copies (when available).....	\$25 each
Miscellaneous Correspondence.....	\$25 <u>per page</u>
Hearing Notices.....	\$25 each
Hearing Findings & Exhibits (Date and Place of Hearing(s) must be supplied when known).....	\$25 <u>per page</u>
“Looking For an Updated Address?” (Combination Driving Record and the most recent of Vehicle registration record).....	\$45 <u>per name</u>
Vehicle Registration Application (Form MV-82T) (State if coverage necessary for specific date).....	\$25 each
Insurance ID Cards (as available and for specific date).....	\$25 each
#FS-25 Insurance Information Request.....	\$25 each
Insurance Activity Expansion Report.....	\$60 each
Title Records.....	\$25 each
FAX BACK REPORTS (NO FEE).....	CALL
SAME DAY SERVICE (ADDITIONAL FEE).....	CALL

ADDITIONAL SERVICES:

Accident information by location only--\$75 per year (not available to all counties) (call for additional information).
 CONTINUITY SEARCH of title year vehicle from origin in New York State Only. Form #MV-50 (when available)
 (Certificate of Purchase or Transfer of Ownership), Statement of Origin (when available). Lien and Title Information, Boat
 and Snowmobile information, Registration Plate and Vehicle computer printouts (from our terminal).

Service of Process.

If the service desired is not listed or mentioned, State your need. All services rendered are personal and confidential.

DEPARTMENT OF STATE
(Corporate Services)

Certified copies of all documents filed.....	\$35 each
Certificate under seal (Good Standing, ET AL).....	\$50 each
Reservation of name.....	CALL
Service of Process on domestic or foreign authorized corporations (summons must be submitted in <u>duplicate copy</u>)	
\$40 N.Y.S fee + \$20 our fee=total (same day service).....	\$60 total
\$40 N.Y.S fee + \$15 our fee=total (3-5 day service).....	\$55 total
 Name search as to status, date and county of incorporation and address for service of process.....	 \$20 each
Search of proposed name(s) for reservation (If more than one name is submitted the first available name will be accepted, in order of preference) (Allowance of three submissions).....	\$35

ADDITIONAL FEES:

Dated or same day service, “*no charge*” if received prior to 10:30 AM
Customer error resulting in time delay, correction or resubmission

Looking for **home address** of New York State Professional licensee? Let us help!

Special Requests Also Serviced in Most Departments.

All written requests should be directed to:

Teitel Service Bureau, Inc.
d/b/a Stephen Stracher
P. O. Box 3150
Albany, NY 12203-0150

The following address is to be used for all overnight services with the exception of the U.S. Postal Service:

Teitel Service Bureau, Inc.
d/b/a Stephen Stracher
66 Oldox Road
Delmar, NY 12054

For added convenience, 24 hour service for phone requests.

*Lack of sufficient information in original phone requests necessitating return call will be charged to customer.

Please supply all pertinent information. Experienced operators will handle requests.

Phone Albany, area code 518-438-7956

*Any phone requests received after 12 noon for documents will not be serviced until the following day.

*Prompt payment is expected upon receipt of completed request(s), and is to be made payable to **Teitel Service Bureau, Inc.**, and accompanied with a supplemental notation containing name of requestor and name of each account(s) involved, or customer file number if known, or a photocopy of our statement.