



OHIO DEPARTMENT OF PUBLIC SAFETY  
BUREAU OF MOTOR VEHICLES

**TRIP PERMIT AGENCY WEEKLY SALES REPORT**

PLEASE TYPE OR PRINT LEGIBLY		DATE
AGENTS NAME		AGENTS NUMBER
BUSINESS ADDRESS		
CITY	STATE	ZIP CODE

**PLEASE NOTE: Your agency's trip permit records will be audited on a regular basis to ensure compliance with BMV rules and contractual obligations.**

**WEEKLY SALES REPORTING GUIDELINES**

1. 72 hour permits issued must be reported on the first working day of the week following the date of issuance.
2. All Trip Permit Applications (BMV 5765) must be issued and reported in consecutive order, and an accurate list of all trip permits issued must be maintained.
3. Copies of all trip permits issued by your agency must be retained in your files for three years.
4. Trip permits may not be reissued.
5. Trip permits are assigned to your agency. Do not give or transfer permits to any other agency.
6. BMV issued form must be returned to BMV if permit is issued electronically.

<b>LIST ALL 72 HOUR TRIP PERMITS ISSUED IN THE SPACE BELOW:</b>			
1.	2.	3.	4.
5.	6.	7.	8.
9.	10.	11.	12.
13.	14.	15.	16.
17.	18.	19.	20.
21.	22.	23.	24.
<b>LIST ALL VOIDED 72 HOUR TRIP PERMITS IN THE SPACE BELOW:</b>			
1.	2.	3.	4.
5.	6.	7.	8.

SIGNATURE OF AGENT/AGENT'S REPRESENTATIVE <b>X</b>	DATE
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**All Voided Trip Permits Must Be Returned With This Form**

Do not fax. Please mail to:  
Ohio Bureau of Motor Vehicles  
ATTN: IRP Trip Permits Coordinator  
P.O. Box 16521  
Columbus, Ohio 43216-6521