

Hey Team! In order to be a driver for our store, we need you to get a MVR (Motor Vehicle Record). It will cost \$6.50, and we will reimburse you the amount. Below are the steps you need to take to get your driving record:

1. Go to txapps.texas.gov/tolapp/txldrchr/TXDPSLicenseeManager and click on *continue*.
2. You will need to follow the checklist to make sure that you can print your record at the end of the order and then click *continue*.
3. You will enter Login information (DL#,DOB, Last 4 Digits of SS & DPS Audit #) and click *Login*.
4. You will choose the **Type 2** (3-year Driving History) - (this is the second option) and then enter your address info. Click on *Review Order*.
5. Review Order & Submit Payment - (it should be \$6.50) enter payment information & then click *Submit Payment*
6. Please enter the following email address: 02031@chick-fil-a.com & click *Send Email*
7. You can then either print the receipt or take a screenshot of the receipt & email that to 02031@chick-fil-a.com for your reimbursement. The reimbursement will be entered on your following paycheck. **In this email, please send me your DL# because I will need that to open your record.**