

**DEPARTMENT OF THE SECRETARY OF STATE
BUREAU OF MOTOR VEHICLES**

RECORD OF INTERPRETER SERVICES

Date: _____

Name of Applicant: _____

Address of Applicant: _____

Primary Language: _____

Did the Applicant Accept BMV Interpreter Service? ☐ Yes ☐ No

If no, advise the Applicant they can change their mind at any time and request an interpreter.

Give reason for refusal of interpreter services:

If yes, advise the Applicant that they may, at any time, request another interpreter.

Advise the Applicant that if communication with the chosen interpreter is not effective, the BMV employee may, at any time, change the interpreter.

Please indicate below what interpreter services were utilized:

Telephone Interpreter Services ☐ Name of Interpreter _____

Circle: Pacific Interpreters Certified Languages International

In-person Interpreter ☐ Interpreter Name _____

BMV Employee Language Bank ☐ Employee Name _____

Name of other interpreter used _____

Relationship to Applicant _____

Language Interpreted: _____

BMV employee name, section and phone number:

Signed copy of Interpreter's Signature of Agreement form obtained? ☐ Yes ☐ No

Signed copy of Confidentiality Rules for In-Person Interpreter Services obtained? ☐ Yes ☐ No

Name, address and telephone number of interpreter services utilized:

Note to BMV employee:

You must place the following notation in the database to ensure that interpreter services are obtained upon contact with the Applicant: **LEP – INTERPRETER** _____

(Language)