



Motor Vehicle Division

56-0101 R04/17 azdot.gov

**AUTHORIZED THIRD PARTY (ATP)
CERTIFICATION AGREEMENT**

During my employment or engagement with _____ (ATP Company Name) and/or while undergoing Arizona Department of Transportation/Motor Vehicle Division (ADOT MVD or "Department") training, I hereby agree to the following:

1. I will at all times conduct myself in a manner that will not bring discredit or embarrassment to the Department.
2. I will exercise my job functions properly and carefully.
3. I certify I am in good standing with the Department including not having delinquent fees, taxes, or unpaid balance owed to the Department and not have had any driver license suspensions, revocations, or cancellations, including convictions related to driving under the influence of drugs or alcohol, reckless driving, aggressive driving, leaving a scene of an accident, or racing on a highway, within 3.5 years prior to the date of original application and during certification. If at any time during my employment one of these occurs I will notify the Authorized Third Party Provider within twenty-four (24) hours.
4. I will not divulge or release data or information developed or obtained in connection with the performance of the Company's Third Party Authorization Agreement with ADOT MVD, unless made public by the State and upon written approval of the Department.
5. I will fully cooperate with the Department, with approved Department contractors and sub-contractors, and with all other state, county and local government officials as may be required in the performance of the Company's Third Party Authorization Agreement. This shall include attendance at meetings and participation in discussions and hearings as deemed necessary by the Department; presentation of data and reports as may be requested from time to time by the Department; and prompt compliance with all written directives issued by the Department.
6. At all times while on Department premises, I will fully comply with all Department work policies, standards, procedures and rules, including but not limited to:
 - a) Interacting cordially and professionally with Department personnel;
 - b) Refraining from soliciting or recruiting the employment of any Department personnel;
 - c) Complying with other applicable State/Department rules as required.
 - d) Successfully completing all training and/or continuing education courses required by Department.
 - e) Comply with dress code requirements.

Applicant Printed Name (first, middle, last, suffix)	Applicants Signature
Applicant's last four of SS#	Date
ATP Representative	ATP Representative's Signature