

**OHIO DEPARTMENT OF PUBLIC SAFETY  
BUREAU OF MOTOR VEHICLES**

**Proof Filing / Proof Cancellation  
Web Processing System  
(SR 22 / SR26)**

*Effective Date: March 26, 2015*

*Version 3.0*

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Overview

## Financial Responsibility Law

In Ohio, it is illegal to drive any motor vehicle without insurance or other financial responsibility (FR) proof. It is also illegal for any motor vehicle owner to allow anyone else to drive the owner's vehicle without FR proof.

Section 4509.101 of the Ohio Revised Code prohibits an individual from operating a motor vehicle in Ohio without maintaining proof of FR continuously throughout the registration period with respect to that vehicle, or in the case of a driver who is not the owner, with respect to that driver's operation of that vehicle. The law requires financial responsibility in the minimum amount of \$25,000 for bodily injury to or death of one individual in any one accident, \$50,000 for bodily injury to or death of two or more individuals in any one accident, and \$25,000 for injury to the property of others in any one accident.

In addition, drivers are required to have SR-22/Bond type insurance in certain circumstances.

### Proof filing

The BMV suspends a driver's license with an FRA suspension if the driver has violated certain sections of the Ohio Revised Code. A letter is sent to the driver informing them of the suspension period. It informs the driver that their privilege to operate a motor vehicle in Ohio is, or will be, suspended and will remain so until the BMV receives proof that the driver originally had insurance, or has obtained SR-22/Bond insurance.

If originally uninsured, or if violation is applicable to section 4509.31 of the O.R.C., the driver or their insurance company must inform the BMV by sending a proof filing (SR-22/Bond) as soon as the insurance policy is signed.

### Proof cancellation

The insurance company must also inform the BMV by sending a proof cancellation (SR-26) if, for any reason, the insurance policy is canceled (i.e. unpaid fee). The driver license will then be re-suspended, provided the requirement is still necessary, until a new filing is received.

### System Access

Access to the Web processing is controlled by the BMV's Compliance Unit. It is required to mail or fax or email the completed System Access request form (Page 7).

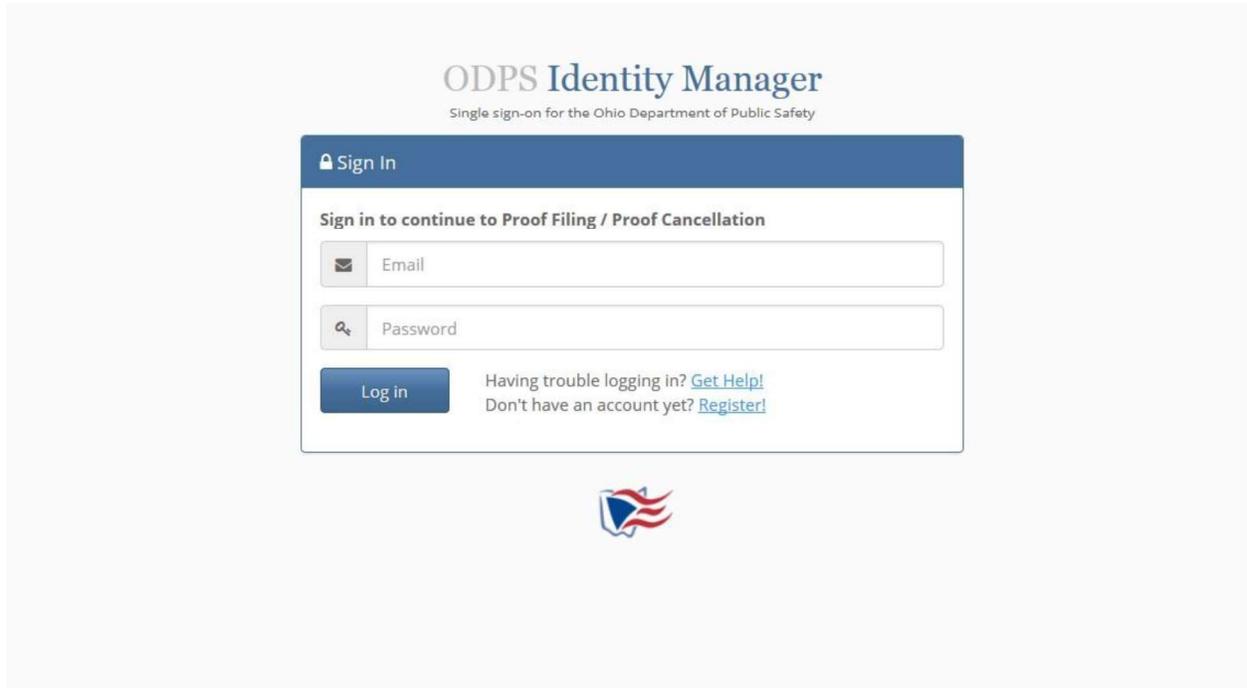
### Web Address

Proof Filing/Proof Cancellation Web Filing System may be accessed via the Ohio BMV website ([www.bmv.ohio.gov](http://www.bmv.ohio.gov)) and clicking on the Proof Filing/Cancellation link under Resources.

## BMV Contact Information

Problems Related To	Contact	Email	Phone
Driver and Insurance Questions	BMV		(844) 644-6268
User-ID and Processing	BMV Compliance Unit	<a href="mailto:PFPCSupport@dps.ohio.gov">PFPCSupport@dps.ohio.gov</a>	(614) 752-7019
Web Page/ Application Processing	Help Desk	<a href="mailto:pc_help_desk@dps.state.oh.us">pc_help_desk@dps.state.oh.us</a>	(614) 752-6487

## System Sign-On Page



Email: Email used prior to registration through Identity Manager

Password: Password used prior to registration through Identity Manager

Get Help: Forgot credential/login assistance

(New User)

Register: Please use the registration walkthrough document for step by step

# User Interface

The screenshot displays the PFPC (Proof Filing & Proof Cancellation) web application. On the left is a dark sidebar with the user's name 'Kyle' and navigation links for '440 - AAA INSURANCE' and '37 - PROGRESSIVE'. Below this are search fields for SSN, DL#, and KEY, along with buttons for 'Check SR Status', 'Create SR-22', 'Create SR-26', 'Download SR-22 PDF', and 'PFPC Support'. The main content area features the PFPC logo and a 'SUBMISSION HISTORY' section. This section includes 'Search Filters' with fields for 'Submission Date Range', 'Customer Last Name', 'Form Type(s)', and 'Policy Number'. Below the filters is a table with columns for 'Submission Date', 'Form Type', 'Insurance Company', 'Policy Number', and 'Customer Name'. A vertical 'P F P C SUPPORT' button is located on the far right.

Submission Date	Form Type	Insurance Company	Policy Number	Customer Name
5/8/2020 1:50 PM	SR-22	AAA INSURANCE	TSTAAA0001	Abstract Oltest
4/9/2020 11:27 AM	SR-22	AAA INSURANCE	AAATST001	Abstract Oltest
4/4/2020 3:44 PM	SR-22	AAA INSURANCE	AAAT001	Abstract Oltest
3/25/2020 3:14 PM	SR-22	PROGRESSIVE	PRO00001	Abstract Oltest
3/13/2020 11:28 AM	SR-22	AAA INSURANCE	AAANEW001	Abstract Oltest
3/11/2020 9:49 PM	SR-22	AAA INSURANCE	AAA00006	Abstract Oltest
2/11/2020 9:42 AM	SR-22	AAA INSURANCE	AAA00001	James Axe
11/25/2019 3:39 PM	SR-22	AAA INSURANCE	GELFEJ1	Michael Johnson
11/25/2019 3:39 PM	SR-22	AAA INSURANCE	GELFEJ1	Michael Johnson
11/14/2019 3:37 PM	SR-22	AAA INSURANCE	G184582	Popeye Miller

## Navbar (Top of the page)

The bar on the top of the screen which allows the user to navigate around the application.



## Support (Right of the page)

Click to send an email to PFPC Support.



## Check SR Status

Kyle

→ 440 - AAA INSURANCE

→ 37 - PROGRESSIVE

Quick Search

SSN Enter SSN

DLN Enter DL Number

KEY Enter Key Number

Check SR Status

Create SR-22

Create SR-26

Download SR-22 PDF

PFPC Support

*Located on the left side of the page*

### Agent/User Information

- Name of the user
- Insurance Companies associated with the user

### Quick Search

- Social Security Number or Driver License Number or Key Number of the person is required.

APPLICATION FOR PROOF FILING/CANCELLATION (SR22/SR26) WEB ACCESS



OHIO DEPARTMENT OF PUBLIC SAFETY  
BUREAU OF MOTOR VEHICLES

**APPLICATION FOR PROOF FILING / CANCELLATION  
(SR22/SR26) WEB ACCESS**

This application is for brokers and agents that wish to submit their proof filing and cancellations (SR22/SR26) through the Bureau of Motor Vehicles Web Access System. Please complete the application and attach a list of authorized agents eligible to write and file SR22/SR26 for your company. Once the agent registers on our Web site, the information will be used to approve the user's access to activate their account.

AGENCY OR INSURANCE COMPANY NAME		NPN #	
MAILING ADDRESS			
CITY		STATE	ZIP
CONTACT NAME		PHONE	
E-MAIL ADDRESS (This E-mail address may be used for a nightly report of SR22/SR26 processed)		FAX	
AUTHORIZED SIGNATURE X			DATE

Please return form and list of authorized users to:  
Ohio Bureau of Motor Vehicles  
Attn: Compliance Unit  
P.O. Box 16583  
Columbus, Ohio 43216-6583  
Fax Number: (614) 752-7271  
E-mail: PFPCSupport@dps.ohio.gov

**APPOINTED INSURANCE COMPANIES**

NAME	NAIC

If you have any additional questions or require additional information, please call the Compliance Unit at (614) 752-7019.

## Submission History Page



SUBMISSION HISTORY

Search Filters

**Submission Date Range**

 to

**Form Type(s)**

**Customer Name**

**Policy Number**

	Submission Date	Form Type	Insurance Company	Policy Number	Start Date	End Date	Cancel Date	Customer Name
<a href="#">Show Details</a>	3/25/2015 9:23 AM	SR-22	ALLSTATE	TEST11111111	3/20/2014	Indefinite		Otest
<a href="#">Show Details</a>	3/25/2015 9:24 AM	SR-26	GEICO	TEST11111111			3/17/2014	Otest
<a href="#">Show Details</a>	3/24/2015 11:36 AM	SR-22	GEICO	TEST11111111	3/16/2014	Indefinite		Otest
<a href="#">Show Details</a>	3/24/2015 9:27 AM	SR-26	GEICO	TEST11111111			3/15/2014	Otest
<a href="#">Show Details</a>	3/3/2015 3:28 PM	SR-22	GEICO	TEST11111111	3/3/2014	Indefinite		Otest
<a href="#">Show Details</a>	3/3/2015 3:27 PM	SR-26	GEICO	TEST11111111			3/2/2014	Otest
<a href="#">Show Details</a>	1/26/2015 1:01 PM	SR-22	ALLSTATE	1	1/26/2014	Indefinite		Withdrawal Otest
<a href="#">Show Details</a>	1/26/2015 1:01 PM	SR-22	ALLSTATE	1	1/26/2014	Indefinite		Withdrawal Otest
<a href="#">Show Details</a>	1/26/2015 1:01 PM	SR-22	ALLSTATE	1	1/26/2014	Indefinite		Withdrawal Otest
<a href="#">Show Details</a>	1/26/2015 1:01 PM	SR-22	ALLSTATE	1	1/26/2014	Indefinite		Withdrawal Otest

Records 1-10 of 23 (0.13 seconds)

### Submission History

- The table shows the basic summary of the past filings/cancellations that were successfully submitted.
- **Show Details** – a pop up subpage which shows details about the submission.

### Search Filters

- Filters out the agent history table.
- **Submission Date Range** – Only show submissions between these two dates.
- **Form Type** – Only show Filing (SR22) or Cancellation (SR26) or both.
- **Customer Name** – Only show submission(s) for this customer
- **Policy Number** – Only show submission(s) with this policy number.

## SR22 Filing Page

**Personal Information**

Insurance Company:

Policy Number:

SSN:

Driver License Number:

---

First Name:

Middle Name:

Last Name:

Suffix:

Birth Date:

---

Street:

City:

State:

Zip Code:

**SR-22 (Proof Filing)** Switch to SR-26

Start Date:

End Date:

End Date Indefinite:

Effective Date:

Back
Continue



SR22

PROOF FILING

License Number or SSN is required.  
 Insurance Company is required  
 Policy Number is required.  
 Last Name is required.  
 Date of Birth is required.  
 All Address fields are required.  
 Proof filing dates are required as indicated.  
 All entered dates must be in MM/DD/YYYY format.

### Processing Considerations

- Proof filing dates must span at least 1 year.
- When posting a filing after a cancellation has been submitted, the proof filing start date cannot be before the cancellation date for the policy.
- The effective date is used when a policy was cancelled in error, and the original start and end dates should be valid. If entered, the effective date will be used to compare to the cancel date instead of the start date.

## SR26 Cancellation Page

**Personal Information**

Insurance Company:

Policy Number:

SSN:

Driver License Number:

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First Name:

Middle Name:

Last Name:

Suffix:

Birth Date:

---

Street:

City:

State:

Zip Code:

**SR-26 (Proof Cancelling)** [Switch to SR-22](#)

Cancel Date:



SR26

PROOF CANCELLATION

License Number or SSN is required.  
 Insurance Company is required  
 Policy Number is required.  
 Last Name is required.  
 Date of Birth is required.  
 All Address fields are required.  
 Cancel Date is required and must be in MM/DD/YYYY format.

### Processing Considerations

- Proof cancellation date must be greater than the latest proof filing date received by the BMV.
- When posting a filing after a cancellation has been submitted, the proof filing start date must be greater or equal to the cancellation date for the policy.

## Appendix A: Process Status Messages

Process Status Message
ADDRESS NOT ENTERED
BYPASSED, FILING IS ALREADY IN EFFECT
CANNOT MODIFY INFORMATION ON A MERGED DRIVER
DRIVER RECORD NOT FOUND WITH KEY SUPPLIED
DRIVER RECORD NOT FOUND WITH KEY SUPPLIED--MAIL SR22/26 TO BMV
CANCELLED FILING CANNOT SATISFY SUSPENSION REQUIREMENTS
EXPIRED POLICY CANNOT SATISFY SUSPENSION REQUIREMENTS
INPUT DATE OF BIRTH DOES NOT MATCH FILE
BIRTH DATE NOT A VALID DATE
BIRTH DATE LESS THAN 12 YEARS
INSURANCE COMPANY CODE IS INVALID
POLICY MUST BE ENTERED
POLICY START DATE IS BEFORE THE SAME CANCELLED POLICY
POLICY HAS ALREADY BEEN CANCELED
JR AND SR NOT ALLOWED
LICENSE KEY NOT ASSIGNED
NAME HAS INVALID CHARACTER
NAME HAS INVALID FORMAT
NAME HAS INVALID TITLE
MIDDLE NAME HAS INVALID FORMAT
NO DRIVER FOUND
NO POLICY FOR THIS CANCELLATION REQUEST COULD BE FOUND
FILING EFFECTIVE DATE MAY NOT BE MORE THAN 29 DAYS FROM CURRENT DATE
FILING START DATE MUST NOT BE GREATER THAN 29 DAYS FROM CURRENT DATE
CANCEL DATE MAY NOT BE MORE THAN 29 DAYS FROM CURRENT DATE
CANCEL DATE NOT A VALID DATE
CANCEL DATE PRECEDES FILING DATE
CANCELLATION MUST BE ENTERED
CANCELLATION PUT ON HOLD, WILL BE PROCESSED ON yyyy-mm-dd
END DATE MUST BE ENTERED
END DATE NOT A VALID DATE
END DATE NOT GREATER THAN START DATE
END DATE IS LESS THAN TODAY
FILE DATE NOT AFTER CANCELLATION ON FILE
FILING IS LESS THAN 1 YEAR
LATEST START DATE UPDATED TO yyyy-mm-dd
RECORD ENTERED ON yyyy-mm-dd
START DATE NOT A VALID DATE
START DATE PRECEDES CURRENT FILING IN EFFECT
SSN ASSIGNED - DATE OF BIRTH NOT THE SAME
SSN MISMATCH WITH DATABASE
SUBJECT DECEASED