**The following is a list of legal documents that will be required to be shown by the owner of a vehicle in order for said person to take possession of a vehicle from our impound lot.**

1. Photo Identification
2. Legal paperwork showing proof of ownership. Registration, Title, or insurance paperwork.
3. Cash payment for total amount owed at time of release. NO CHECKS OR CREDIT CARDS WILL BE ACCEPTED.
4. A notarized Vehicle Release Form for certain situations.

{ A vehicle stored in our impound lots will only be released to the legal, registered owner of said vehicle, the limited exception would be in the following cases.

1. Hospitalization due to illness or injury
2. Located in another city, state, or country of considerable travel distance from our office.
3. Imprisoned in a detention facility.
4. In the event that the registered owner is decease, a legal death certificate will be required. In addition, documents providing proof that the person the vehicle is being released to is the “executor” to the estate, or other documents proving legal right to take possession from the deceased owner.
5. If you have all required items for your car to be released, please call 386-888-8280 to arrange payment and pickup details.

RELEASE HOURS ARE FROM 7AM TO 5PM MONDAY THROUGH FRIDAY, WITH THE EXCEPTION OF FEDERAL HOLIDAYS. \*

Vehicles can be released after hours with prior arrangement, additional after hours fees will be added

**Vehicle Release Form**

I, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_(print name) owner of vehicle described below:

Year\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Make\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Model\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

VIN\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Give \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_(person picking up vehicle) authorization to pick up above mentioned vehicle on my behalf.

If an outside company is picking up the vehicle, fill out below.

I \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (owner of the above listed vehicle) am giving \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (name of outside companies) authorized agent authorization to pick up my vehicle on my behalf.

Sign\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Notary-

Notary Printed Name Date

Notary Signature