

Department of Transportation Form Instructions: ___ Please read

Thank you for using our online forms. This form is approved from the Department of Transportation Los Angeles Parking Violations Department. They have approved it for Action Auto Recovery. We have spent many hours with them to receive this approval.

There are some fields with out TITLES; here are the instructions on how to fill it out

The first field is – **Your Company Name**

The second field is – **Your Company Address**

To: _____ **The Departments name here** _____

_____ **Your company name here** _____ is the legal owner of:

This vehicle was not in possession of _____ **Your company name here** _____, its legal

the outstanding parking penalties, the _____ **Your company name here** _____

After - Sincerely,

First Line is Your Signature (must be signed after your print

Your Name: _____

Your Title: _____

Your Phone with Extension: _____

If you have any questions please give us a call (800) 421-5528 ex 221

You must print and fax this Signed form along with the copy of title and contract to us before we can act. Our fax number is: (562) 633-9768

Don't forget to sign the form!

The form is on the next page: scroll down

Date: _____

To: _____

Attn: Parking Violations Bureau

RELEASE OF VEHICLE TO LEGAL OWNER AS REPOSSESSION

_____ is the legal owner of:

YEAR: _____ MAKE: _____ MODEL: _____

VIN: _____ LICENSES PLATE: _____

Which has been seized by the above listed city of Los Angeles for unpaid, delinquent parking citations.

This vehicle was not in possession of _____, its legal owner, at the time of any of the offenses for which the vehicle was seized.

It is the desire of _____ to declare this vehicle a repossession. In consideration of the release of this vehicle to the legal owner without payment of

the outstanding parking penalties, the _____ acknowledges the City of Los Angeles shall have a lien on any surplus that remains upon sale of the vehicle to which the registered owner is or may be entitled, as security for the full amount of the parking penalties for all notices of parking violations issued for the vehicle and for any local administrative charges imposed pursuant to CVC 22850.5.

It is further acknowledged that any towing and storage fees, which are due, are to be paid in directly to the towing garage having possession of the vehicle.

This statement is signed under penalty of perjury.

Please release the above-mentioned vehicle to our representative, the bearer of this letter.

Sincerely,

