

Elk Grove Police Department

8400 Laguna Palms Way, Elk Grove, CA 95758

TOW RELEASE REQUIREMENTS

To obtain a release form for the release of a vehicle from the tow yard, the following must be complied with:

1. The vehicle can only be released to the **REGISTERED OWNER.**
2. The registered owner must have a **VALID DRIVER'S LICENSE IN THEIR POSSESSION.**
3. The registered owner must have a valid, unexpired DMV **REGISTRATION CARD IN THEIR POSSESSION.**

OR

A VALID DMV TEMPORARY OPERATING PERMIT

OR

A VALID DMV ONE DAY MOVE PERMIT

4. The registered owner must have **VALID PROOF OF MOTOR VEHICLE INSURANCE COVERAGE IN THEIR POSSESSION.**
5. The registered owner must pay a police department administrative fee of **\$170.00** payable by cash, or Visa / Mastercard credit card only. Checks are not accepted on a vehicle release.

TOW RELEASE HOURS: Monday through Friday, 8:00 a.m. to 4:30 p.m., closed weekends and holidays.

QUICK CHECKLIST:

1. Valid driver's license.
2. Valid registration card / temporary permit / or one day move permit.
3. Valid proof of motor vehicle insurance coverage.
4. Pay administrative release fee of \$170.00.

For questions or further information, call:

Elk Grove Police Records Division
(916) 478-8170
(916) 691-0418 (FAX)

INFORMATION ABOUT THE \$170.00 ADMINISTRATIVE TOW FEE

The administrative fee is to recover the cost to the Elk Grove Police Department to operate the towing program. The fee pays for salaries, equipment and other costs to the Department to administer the program. Rather than inappropriately passing these fees onto the general taxpayer, the California Legislature has empowered police agencies by statute to recover these fees directly from the responsible parties including the registered owner.