

## Private Property Impound Request Form

**Instructions to property owner or manager:** You have requested ASAP Towing & Road Service to remove a vehicle illegally parked, parked without your authorization or knowledge, or left in derelict condition, from property you own or manage. In order for ASAP Towing & Road Service to complete this request, this form must be filled out **completely and accurately, in its entirety**, and faxed back to ASAP Towing & Road Service at the number below. Failure to accurately complete this form may delay the removal of the vehicle. It is suggested that you keep a COPY of this form for your records. When the vehicle is picked up the tow truck operator will request the original form from you and will sign your COPY. ASAP Towing & Road Service's primary goal is to assist motorist who are in emergent need of towing or road service. Private Property impounds, while important to ASAP, will be worked into the daily tow schedule as time and weather permit. Your understanding in this matter is greatly appreciated.

Date: \_\_\_\_\_ Contact Telephone Number: \_\_\_\_\_

I, \_\_\_\_\_, driver's license number: \_\_\_\_\_  
 (Full Name Exactly as on Driver's License REQUIRED) (REQUIRED)

Owner/manager of \_\_\_\_\_  
 (Business or Apartment Complex Name)

located at \_\_\_\_\_  
 (Full Street Address Including City & Zip Code)

do request and authorize ASAP Towing & Road Service to do a Private Property Impound on the vehicle described below. This vehicle has been parked illegally without consent or authorization of the property owner or manager. All attempts have been made to contact the owner(s) of the said vehicle.

<b>Year/Make/Model</b>	
<b>Color</b>	
<b>VIN#</b>	
<b>LICENSE PLATE #</b>	
<b>Police Agency Contacted</b> (not strictly required)	
<b>Any Additional Information</b>	

Authorized Signature \_\_\_\_\_  
 Date: \_\_\_\_\_ Time: \_\_\_\_\_

Vehicle Removed by ASAP Towing & Road Service Operator: \_\_\_\_\_  
 Date: \_\_\_\_\_ Time: \_\_\_\_\_

**Complete and fax to ASAP Towing & Road Service at 985-649-2291**

**\*\*\*This form, and all information contained herein, is confidential and will never be released to the owner of the vehicle and serves as proof to law enforcement officials that ASAP Towing & Road Service obtained legal consent to remove the vehicle from the property owner and/or manager\*\*\***