

**If your vehicle was impounded by a property owner due to being illegally parked, the following information is important for you to reclaim your vehicle.**

1. Click on the 'Go to Eagle Towing' tab to locate us.

2. Our hours of operations are:

Monday - Friday 9am -5pm

Saturdays 9am-12pm

All other hours are by appointment only, including an after hour fee of \$65.00 (plus all other fees).

3. **We accept CASH only.**

4. Charges will included:

Towing fee

Administration fee

Daily storage

5. If the vehicle has a recent 'Stolen Vehicle' record, you will need a police release.

\* in order to get the police release you will need to contact either :

Gwinnett County Police (770)513-5324

Georgia State Patrol (404)624-6077

City of Lilburn Police Department (770)513-5100

\* if the vehicle was towed outside of these areas, they will redirect you\*

6. In order to inquire about a vehicle, you will need to have the Vehicle Identification Number (VIN) available when you call.

7. The ONLY people that are allowed to view the vehicle are, the owner or Power of Attorney holder. **(View next page to see documentation needed to pick up the vehicle.)**

8. All Repossession Companies must provide:

Letter of Authorization

Hold and Harmless Agreement

Affidavit of Repossession

Copy of Lien and Title information

\* all documents NEED to be Notarized \*

9. We reserve the right to limit the number of people on the lot.

**To obtain an impounded vehicle or to obtain property from an impounded vehicle you must provide in person one of the following:**

1. Original Title with your name printed on the front of the title with correct vehicle information.
2. Original Title signed over on the back **PROPERLY** with your name printed on the back with the correct vehicle information on the front & dated less than 30 days ago.
3. Title applied for receipt issued by a tag office within the last 30 days with your name on the front & with the correct vehicle information on the front.
4. Current vehicle registration (**NOT EXPIRED**) with your name & the correct vehicle information listed in front.
5. Bill of Sale from an individual to an individual notarized & dated less than 30 days ago, with your name & the correct vehicle information printed on the Bill of Sale. \*\*Can only be used if the year model for the vehicle is 1985 or older & is listed on the state system under the seller's name.\*\*
6. Bill of Sale from a dealership to an individual printed on dealership forms & dated less than 30 days ago, with your name & the corrected vehicle information printed on the Bill of Sale.
7. If the owner of the vehicle is unable to retrieve the vehicle/or the contents in person then we have a form that will need to be accompanied with one of the above listed six items. It needs to be delivered in person, and will need to be **NOTARIZED** & signed by the owner with your name printed on this form.
8. If the owner of the vehicle is a business then we will need a **NOTARIZED** letter on that business letterhead stating who is authorized to pick up the vehicle & what that person is allowed to do: (view vehicle, take pictures, remove property, remove vehicle, etc). This letter will need to include the vehicle information such as year, make, model, & VIN. This form will need to be accompanied by one of the above six items.

**Along with the above you must provide proof of who you are. We are allowed to accept one of the following:**

1. Drivers License, **NOT EXPIRED**, issued by a form of U.S Government printed with your name.
2. Identification Card, **NOT EXPIRED**, issued by a form of U.S Government printed with your name.
3. Ticket/Citation issued by a form of U.S Government printed with your name & issued less than 45 days ago.
4. Military Identification Card issued by the U.S Government printed with your name.
5. Passport issued by the U.S Government & printed with your name, **NOT EXPIRED**.