

MPD-IMPOUND YARD
1251 VIRGINIA STREET, LOT B
MOBILE, AL 36604
Fax: (251) 208-2588
Phone: (251) 208-2589

LIENHOLDER CHECKLIST
Finance Company (local)

1. Original Title showing business as listed lienholder
2. Notarized authorization, on company letterhead, from the manager/assistant manager, giving permission for a representative or tow company to pick up the vehicle. A business card from the manager/assistant manager showing their authorization to give permissions for the company must be attached.
 - a. If the manager/assistant manager is coming to the Impound Yard in person to authorize a tow company, they will only need a driver license and business card with their name on it to show employment and status within the company. The vehicle **MUST** be towed from the lot by a tow company
3. A copy of the lienholder's business license, unless the lienholder is a bank.
4. Notarized hold harmless form. This form can be completed at the Impound Yard on weekdays, prior to 4:00 PM. Otherwise, it is the lienholder's responsibility to complete the form and have it notarized.
5. Notarized repossession order showing where the owner is in default.
6. Tow companies must provide:
 - a. Valid driver license for the driver
 - b. Current registration for the tow truck
 - c. Current insurance on the tow truck
 - d. Verification that the driver is associated with the authorized tow company