

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

**LIENHOLDER CHECKLIST**  
**CAR LOTS**

- **Original Title** showing business listed as lienholder
- **Bill of Sale**
- **Notarized** authorization from the manager/assistant manager giving permission for the representative or tow company to pick up the vehicle on business letterhead. A copy of the manager/assistant manager's driver license must be included. The representative picking up the vehicle must have a valid driver license.
- **Business License** a copy of the lienholder's business license.
- **Notarized** Hold Harmless form
- **Notarized** Repossession order showing where the owner is in default.
- If the vehicle is being **DRIVEN** from the Impound Yard
  - a. Current dealer tag
  - b. Current registration for the tag
  - c. Proof of insurance
- If the vehicle is being **TOWED** from the Impound Yard
  - a. Valid driver license
  - b. Current registration for the tow truck
  - c. Current insurance on the tow truck
  - d. Proof the driver is from the authorized tow company