

Impounded Vehicle Release Form

Privacy Notice: Rockhampton Regional Council is collecting the personal information you supply on this form for the purpose of processing your request. Council is authorised to do this under the *Transport Operations (Road Use Management) Act 1995* and the *Rockhampton Regional Council Local Law No. 1 (Administration) 2011*. Some of this information may be given to Council's appointed storage contractor(s) for the purpose of collecting an impounded vehicle. Your personal details will not be disclosed to any other person or agency external to Council without your consent unless required or authorised by law.



This form is to be completed when a customer is requesting a vehicle to be released from impoundment. The customer must contact Council and provide the necessary evidence at least 48 hours prior to the proposed collection of the vehicle. Please refer to the Impounding and Disposal of Abandoned Vehicles Policy and Procedure for further information.

P: 07 4932 9000 | E: enquiries@rrc.qld.gov.au | W: www.rrc.qld.gov.au | PO Box 1860 Rockhampton QLD 4700 | ABN: 59 923 523 766

Applicant Details

Contact name:

Residential address:

Preferred contact number:

Email:

- I am the owner of the vehicle I am acting on the owner's behalf I am claiming a right to the possession of the vehicle

Proof of ID

ID type:

ID number:

Expiry date:

Declaration

I hereby apply for release from detention the vehicle recently impounded by Council as described below. I indemnify Council against claims by another person for ownership of the said vehicle and accept possession of the vehicle in its current condition and that Council offers no warranties. I declare that I will collect the said vehicle from Council's appointed storage/auction compound within 48 hours of the authorisation date. I submit this form with the relevant supporting documentation as required. I declare that the details on this form are correct to the best of my ability.

Name:

Signature:

Date:

Impounded Vehicle Details

Registration:

Make:

Model:

Colour:

Supporting Documentation

Please remember to provide the following supporting documentation when submitting this form:

- Proof of identification (photo identification if possible).
- Proof of ownership or the applicant's right to the possession of the vehicle and in the case of the applicant being a person acting on behalf of the owner, proof of the applicant's authority to act on behalf of the owner.

Payment Information

In person | You can pay at Council's Customer Service Centres: 232 Bolsover Street, Rockhampton; 32 Hall Street, Mount Morgan; 1 Ranger Street, Gracemere.

By phone | Customer Service staff will contact you regarding payment via credit card or debit once this form is received.

By post | Make your cheques/money order payable to 'Rockhampton Regional Council' and send to PO Box 1860, Rockhampton, Queensland, 4700.

OFFICE USE ONLY

Fees paid:

Receipt number:

Date paid:

Council Use Only			
Location of vehicle:			
Vehicle to be released to:			
Officer signature:		Authorisation date:	
Fees Payable			
Towing:	\$	Daily storage:	\$
Vehicle search:	\$	Notices issued by Council:	\$
Public notice impound:	\$	Public notice auction :	\$
Local laws inspection:	\$	Total fees payable:	\$
PEA number: <i>(reimbursement to appointed storage/auction compound as per contract)</i>			

Appointed Storage / Auction Compound Use Only		
Identity and proof of ownership verified:	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Impounded Vehicle Release Form presented:	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Proof of receipt of payment from Council:	<input type="checkbox"/> Yes	<input type="checkbox"/> No
<i>If 'No' has been ticked to any of the above, the vehicle <u>must not</u> be released to the applicant. Contact Council on 4936 8616 for guidance.</i>		
Declaration		
All documentation has been presented and verified to the satisfaction of the appointed storage/auction compound. The applicant detailed above has been verified and possession of the vehicle has been delivered to the applicant.		
Name:	Signature:	Date of release:
Applicant's Acknowledgement		
Signature:	Date of possession:	
<i>Appointed storage/auction compound to return a copy of this form to Regional Services – Support Services, Dooley Street, Rockhampton and attention to 'Infrastructure Administration'.</i>		