

Impounded Vehicle Release Form

Privacy Notice: Council is collecting the personal information you supply on this form for the purpose of processing your application. Council is authorised to do this under 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. Council deals with personal information in accordance with law, including the *Information Privacy Act 2009*.



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.

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:

Preferred contact number:

Email:

I am: The owner of the vehicle Acting on the owner's behalf
 Claiming a right to the possession of the vehicle

Residential Address

Street number and name:

Suburb:

State:

Postcode:

Proof of ID

ID type:

ID number:

Expiry date:

Impounded Vehicle Details

Registration:

Make:

Model:

Colour:

Declaration

I, the Applicant, hereby:

- apply for release from detention the vehicle recently impounded by Council as described on this form;
- indemnify and keep indemnified Rockhampton Regional Council and its representatives against actions, claims, demands, costs, damages or expenses arising out of or in any way connected to or resulting, either directly or indirectly, from the granting of this application including any claims or demands by a third party alleging ownership of the said vehicle;
- accepts possession of the vehicle in its current condition and agree that Council offers no warranties as to the condition, state or ownership of the vehicle; and
- declare 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 the details on this form are correct to the best of my ability.

Name:

Signature:

Date:

Supporting Documentation

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

- Proof of identification, to be sighted and verified by a Council Officer upon submission of this form (photo identification if possible).
- Proof of ownership if the owner of the vehicle or claiming a right to the possession of the vehicle or proof of authority to act on behalf of the owner.

OFFICE USE ONLY

Fees paid:

Receipt number:

Date paid:

Fees and Charges

For a full list of fees and charges please refer to Council's [Fees and Charges Schedule](#).

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.

Council Use Only

Location of vehicle:

Vehicle to be released to:

Identity and proof of ownership sighted and verified: Yes No

ID type:

Officer signature:

Authorisation date:

Fees Payable

Towing/Unlocking fees:

\$

Storage fees:

\$

Vehicle search:

\$

Notices issued by Council:

\$

Local Laws inspection:

\$

Total fees payable:

\$

Appointed Storage / Auction Compound Use Only

Identity and proof of ownership verified: Yes No

Impounded Vehicle Release Form presented: Yes No

Proof of receipt of payment from Council: Yes No

If 'No' has been ticked to any of the above, the vehicle must not be released to the applicant. Contact Council on 4936 8616 for guidance.

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:

Appointed storage/auction compound to return a copy of this form to Regional Services – Support Services, Dooley Street, Rockhampton and attention to 'Infrastructure Administration'.