

LETTER SENT ON BEHALF OF STAFFORDSHIRE POLICE

«Keeper_Name»
«Keeper_House» «Keeper_Street» «Keeper_Locality»
«Keeper_Town»
«Keeper_County»
«Keeper_Postcode»

«Current_Date»

Vehicle: «VRM» «Manufacturer» «Model»
EID Ref No: «Keeper_EID»
Incident No/Date: «C_C_Reference_No» Date: «C_C_Reference_Date»

Road Traffic Regulation Act 1984 - Section 99 & The Removal and Disposal of Vehicles Regulations 1986

Dear «Keeper_Name»,

The above vehicle was recovered on «Date_Moved» by Staffordshire Police under the above legislation. Vehicles are recovered under this legislation if found to be illegally parked, causing a danger or obstruction (this includes vehicles which have been involved in a road traffic collision or stolen), broken down or abandoned (including abandoned after being stolen).

You have 14 days from the date of this notice to attend: «Garage_Name», «Garage_Street», «Garage_Locality», «Garage_Town», «Garage_County», «Garage_Postcode», Telephone: «Garage_Telephone» to collect the vehicle and/or any property within the vehicle. After 14 days the vehicle and property within it **WILL** be disposed of without further notice.

If you are arranging for your insurance company to collect the vehicle you need to update them regarding this letter so they know the vehicle is available for collection and where it is stored. Also, any items of property within the vehicle will be removed (depending on whether the vehicle has keys and is unlocked) and remain at the garage premises for you to collect in person.

On collection, you will need to produce Photographic identification by way of either:

- A valid UK/EU passport
- A valid UK/EU photo driving licence card or
- An EU National Identity card

If you are unable to produce any of the three pieces of photographic identification required it is your responsibility to provide sufficient proof of your identity.

You will also be required to provide current proof of ownership of the vehicle by the production of:

- The current V5 registration document in your name or
- Other supporting DVLA documentation

The Authority has the right to refuse release of the vehicle if what is produced is not deemed sufficient.

Statutory charges are payable for this vehicle. The cost of recovery is determined by a pricing matrix set by the government and is dependent on the weight of the vehicle as well as its position and condition when found. A copy of these fees are enclosed. The charges are prescribed in 'The Removal Storage and Disposal of Vehicles (Prescribed Sums and Charges) Regulations 2008', 'The Police (Retention and Disposal of Motor Vehicles) (Amendment) Regulations 2008' and 'The Road Traffic Act 1988 (Retention and Disposal of Seized Motor Vehicles) (Amendment) Regulations 2008'.

Daily storage charges apply and commence from noon on the first day after removal during which the place at which the vehicle is stored is open for the claiming of the vehicle. If the vehicle has been retained by the Police for an examination / Police enquiry, storage charges commence from noon the day after the date of this letter. The actual level of charges are NOT set by Staffordshire Police or the Recovery Operator, they are set by the Government.

Unless you collect the vehicle and / or any property within it before the «Response_Date_14», Staffordshire Police **WILL** dispose of the vehicle and the property from within it without further notice under the Police Property Act 1897 (as amended by the Police Property Act 1997) and Police Property Regulations 1997.

Please call the recovery garage to confirm their opening times for collection.

Disclaiming a vehicle does not avoid paying the removal, storage and disposal charges payable for this vehicle. Failure to pay the outstanding recovery, storage and disposal fees and any costs incurred to dispose of any property within the vehicle, Staffordshire Police may seek to recover the money through the County Court, which means you will incur additional fees and interest. A County Court judgment may also affect your ability to obtain credit in the future.

If you have any queries in relation to the above, please do not hesitate to contact us.

Yours sincerely

«Garage_Name»

Statutory Removal Charges

Vehicle position and condition			Not exceeding 3.5 tonnes MAM	Exceeding 3.5 tonnes MAM, but not exceeding 7.5 tonnes MAM	Exceeding 7.5 tonnes MAM, but not exceeding 18 tonnes MAM	Exceeding 18 tonnes MAM
On the road	A	Vehicles on road, upright and not substantially damaged, or any two wheeled vehicle whatever its condition or position on or off road	£192	£256	£448	£448
	B	Vehicle, excluding a two wheeled vehicle, on road but either not upright or substantially damaged or both	£320	£832	Unladen £2561 Laden £3842	Unladen £3842 Laden £5763
Off the road	C	Vehicle, excluding a two wheeled vehicle, off road, upright and not substantially damaged	£256	£512	Unladen £1281 Laden £1921	Unladen £1921 Laden £2561
	D	Vehicle, excluding a two wheeled vehicle, off road but either not upright or substantially damaged or both	£384	£1089	Unladen £3842 Laden £5763	Unladen £5763 Laden £7684

Statutory Storage Charges

vehicle type	2 wheeled vehicle	Not exceeding 3.5 tonnes MAM	Exceeding 3.5 tonnes MAM, but not exceeding 7.5 tonnes MAM	Exceeding 7.5 tonnes MAM, but not exceeding 18 tonnes MAM	Exceeding 18 tonnes MAM
Daily Storage	£13	£26	£32	£38	£45

Statutory Disposal Charges

vehicle type	2 wheeled vehicle	Not exceeding 3.5 tonnes MAM	Exceeding 3.5 tonnes MAM, but not exceeding 7.5 tonnes MAM	Exceeding 7.5 tonnes MAM, but not exceeding 18 tonnes MAM	Exceeding 18 tonnes MAM
Disposal	£64	£96	£128	£160	£192