

Mr Registered Keeper
XXXXXX

Vehicle Recovery Operator
XXXX XXXXXXXXXXXXXXX
XXXXXXXXXX XXXXXX

XXXXXXXX

XXXXXXXXXX

XXXX XXX

XXXXXXXXXX

XXXX XXX

0X/0X/201X

SECTION 165(A-C) THE ROAD TRAFFIC ACT 1988

The Road Traffic Act 1988 (Retention and Disposal of Seized Motor Vehicles) Regulations 2005; The Road Traffic Act 1988 (Retention and Disposal of Seized Motor Vehicles) (Amendment) Regulations 2008 Seizure Notice

Notice to Owner / Registered Keeper

Dear Mr Keeper

You are shown as the Owner/Registered Keeper of ABC 123 namely a BMW, X3 D SE.

On 0X/0X/201X at 12:10 hours in A ROAD, SOMEWHERE the vehicle was seized by police having been driven without a valid certificate of insurance/driving licence.

The vehicle was removed to XX.

To release the vehicle you, the registered keeper or nominee going to recover it must:-

- Produce a valid certificate of insurance and driving licence at any police station in Scotland where a record of the documents produced will be made and release will be authorised:

Once this is done you must:

- Take this notice to XXXXXXXXXXXXXXXXXXXXXXXX with the vehicle registration document, or other proof of ownership and proof of identity including your address.
- Pay all charges in relation to the removal and storage.
- The Removal Charge for the vehicle is £150.00
- The Storage Charge whilst stored is £20.00 per day or any part thereof.

As the registered keeper you are hereby given formal notice to collect the vehicle from our premises at XXXXXXXXXXXXXXXXXXXXXXXX before the expiry of FOURTEEN days from the date on this letter.

Opening hours are: 09:00 to 17:00 Monday to Friday. 09:00 to 17:00 Saturday.



You are therefore asked to contact XXXXXXXXXXXX on Telephone number XXXX to arrange for the collection of the vehicle.

Failure to remove the vehicle and pay the charges due empowers the Chief Constable to direct that the vehicle be disposed of and the proceeds of such disposal remitted to the Police Fund. Any sum raised in excess of the Statutory Charges due will be held for your collection for 12 months from the date of removal.

We advise that any property removed from the vehicle will be held in our secure property store for a period of two months from the date the vehicle was removed after this time such property will be disposed of in the appropriate manner.

Please be aware that when you collect your vehicle you will be required to provide proof of ownership and personal identification. These documents will be copied and retained for a period of 6 years in accordance with the terms of our contract and in compliance with current Data Protection and GDPR legislation.

Yours sincerely

For and on behalf of XXXXXXXXXXXXXXXXXXXX