

VEHICLE & PROPERTY RELEASE REQUIREMENTS

All signature-based documents to be submitted in their original form with "wet signatures" and a "wet notary seal".

We do not accept documents that are sent to us by email or fax.

Registered Owner

- **Proof of Ownership:** Unexpired proof of ownership (Unexpired registration or title only; no 3-Day Restricted Permits, no Open Titles allowed).
- **ADOT Form 46-8925:** (For accident vehicles only) Request for Release of Vehicle. This must name the Registered Owner, insurance company, the tow company, and the receiving driver's name and signature.
- **Identification:** A valid, Unexpired Driver License or Unexpired Government Issued Photo Identification (Arizona MiD/Digital DL is acceptable).

Authorized Person/Agent

- **Notarized Limited Power of Attorney Hold Harmless:** Notarized Limited Power of Attorney Hold Harmless from Registered Owner with a **color copy** of the front and back of their Unexpired ID. Must explicitly name the Authorized Agent/Driver and the tow company.
- **Proof of Ownership:** Unexpired proof of ownership (Unexpired registration or title only; no 3-Day Restricted Permits, no Open Titles allowed).
- **ADOT Form 46-8925:** (For accident vehicles only) Request for Release of Vehicle. This must name the Registered Owner, insurance company, the tow company, and the receiving driver's name and signature.
- **Identification:** A valid, Unexpired Driver License for the POA-HH Agent/Driver (Arizona MiD/Digital DL is acceptable).

Dealership

- **Notarized Limited Power of Attorney Hold Harmless:** Notarized Limited Power of Attorney Hold Harmless from Registered Owner/Dealership with a **color copy** of the front and back of their Unexpired ID issuing the POA-HH. Must explicitly name the Authorized Agent/Driver and the tow company.
- **Proof of Ownership:** Unexpired proof of ownership (Unexpired registration or title only; no 3-Day Restricted Permits, no Open Titles allowed).
- **Manufacturer's Certificate:** A Manufacturer's Certificate of Origin (MCO).
- **ADOT Form 46-8925:** (For accident vehicles only) Request for Release of Vehicle. This must name the Registered Owner, insurance company, the tow company, and the receiving driver's name and signature.
- **Identification:** A valid, Unexpired Driver License for the POA-HH Agent/Driver (Arizona MiD/Digital DL is acceptable).

Lien Holder

- **Lien Holder Work Order:** Assignment details for the specific vehicle.
- **Notarized Limited Power of Attorney Hold Harmless** with a **color copy** of the front and back of their Unexpired ID of the person issuing the POA-HH. Must explicitly name the Authorized Agent/Driver and the tow company authorized to remove the vehicle.
- **Repossession Affidavit:** Notarized Repossession Affidavit.
- **Copy of Title:** Showing R/O and Lien Holder name to verify documents (eTitles are acceptable).
- **ADOT Form 46-8925:** (For accident vehicles only) Request for Release of Vehicle.
- **Identification:** A valid, Unexpired Driver License for the POA-HH Agent/Driver (Arizona MiD/Digital DL is acceptable).

Rental Vehicle

- **Rental Agency Work Order:** Assignment details for the specific vehicle.
- **Notarized Limited Power of Attorney Hold Harmless** with a **color copy** of the front and back of their Unexpired ID issuing the POA-HH: From Rental Vehicle Agency; must explicitly name the Authorized Agent/Driver and tow company.
- **Proof of Ownership:** A photocopy of the Title showing the Rental Agency as the Registered Owner (eTitles are acceptable).
- **ADOT Form 46-8925:** (For accident vehicles only) Request for Release of Vehicle.
- **Identification:** A valid, Unexpired Driver License for the POA-HH Agent/Driver (Arizona MiD/Digital DL is acceptable).

Insurance Claims Adjuster/Investigator

- **Work Assignment:** Official work assignment to inspect the vehicle from the R/O's Insurance Company.
- **Business Card:** Professional business card from the Adjuster/Investigator/Agent.
- **Identification:** Unexpired Driver License or Government Issued Photo ID (Arizona MiD/Digital DL is acceptable).
- **Third-Party Access:** If the adjuster is from the *other* party involved in the crash, the R/O must provide written permission for them to enter and inspect the vehicle.

Notarized Limited Power of Attorney Form (Fillable and Printable)

- **“Color copy of the front & back of your:** Unexpired Government Issued Photo Identification Card and Unexpired Certificate of Vehicle Registration or the Certificate of Title must be provided with this form or it will not be accepted. **Only this original notarized document will be accepted; NO FAXES, EMAILS OR COPIES”**

[PDF LINK GOES HERE]