



**MOTOR VEHICLE
TOWING SERVICES AND
IMPOUND LOT
APPLICATION AND
AGREEMENT**

City of Fairlawn
3487 S. Smith Road
Fairlawn, Ohio 44333
330-668-9500

| | |
|-------------------------------|--------------------------------|
| Company Name: | Owner's Name: |
| Company Address: | Impound Lot Address: |
| Company Phone Number: | Alternate Phone Number: |
| Company email address: | Fax number (if any): |

The above-named company is hereby requesting to be placed on the City of Fairlawn approved towing company list. Said company agrees to comply with the following requirements.

MOTOR VEHICLE TOWING SERVICES AND IMPOUND LOTS REQUIREMENTS

- Towing companies shall be open to the public for the release of impounded vehicles at a minimum from 7:00 a.m. to 7:00 p.m. seven days a week.
- Towing companies must respond to calls from the City 24 hours a day. Towing companies may be closed on the following holidays but shall be on call and available for emergency events: Thanksgiving, Christmas, New Year's Day, Easter, Memorial Day, Fourth of July, and Labor Day.
- Towing companies must also allow reasonable access to any impounded vehicles by any City police officer upon request.
- Towing companies shall maintain in operable condition at least two approved tow trucks, one of which shall be equipped to tow front wheel drive vehicles and all-wheel drive vehicles without damage.
- Towing companies shall also own a motorcycle trailer or other acceptable means of carrying a motorcycle in an upright position.
- Impound lots shall provide on-site storage for at least 20 vehicles outside, plus storage space for at least three more vehicles inside. All motor vehicle pound storage areas shall be secured by a solid fence or wall not less than eight feet in height or six feet if provided with arm extensions and barbed wire.
- Each tow truck must be equipped with the following equipment:



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- One rear-view mirror on each side;
- Winch or boom rated by the manufacturer as having a four-ton capacity and equipped with steel cable having a minimum diameter of $\frac{3}{8}$ inch;
- At least one amber flashing light, and one work light situated so as to illuminate the winching or craning operations at night;
- The following additional equipment:
 - Sufficient triangle reflectors or orange cones or similar devices;
 - Two pickup chains, eight-foot minimum;
 - One broom and shovel;
 - Oil dry or other substances capable of absorbing fluids (i.e., oil, transmission fluid, antifreeze);
 - One all-purpose fire extinguisher maintained in operable condition;
 - One unlock kit;
 - One snatch block;
 - A set of hand tools, such as screwdrivers, pliers, wire cutters and wrenches;
 - Jumper cables;
 - High visibility apparel, such as reflective clothing and vests for tow employees;
 - Tie down straps and recovery strips;
 - First aid kit.
- The real property that the motor vehicle pound facilities and/or storage areas are located upon shall be owned, leased, or controlled by either the towing company or the owner of the towing company.
- Towing companies shall be able to communicate and receive notice via e-mail and telephone.
- At all times, towing companies shall maintain liability insurance coverage in an amount no less than two million dollars. Proof of insurance must be attached hereto. Towing companies shall submit satisfactory proof of such insurance to the Police Chief each year.
- All towing companies must arrive at the location of the vehicle to be towed within 20 minutes of being called by the City.
- Towing companies dispatched by the Police Division to remove vehicles from private property must promptly remove all such vehicles.
- Towing companies must have a system in place to collect all storage and towing fees from the owner/operator of the subject vehicle. The fees charged shall not exceed the reasonable cost of performing the services, but in no instance shall the fee exceed those set forth in the current Ohio Revised Code or Ohio Administrative Code sections pertaining to such services.
- Towing companies shall have a system in place to prevent the release of any impounded vehicles until the owner/operator has shown a receipt or other appropriate approval from the City's Police Division, Clerk of Mayor's Court, or Clerk of Municipal Court, as appropriate under the circumstances.
- Towing companies shall abide by all regulations set forth in the Ohio Administrative Code Chapter 4901:2-22 and shall abide by all relevant requirements of the Ohio Revised Code.



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- Towing companies agree to indemnify the City for any losses or damage caused to vehicles or their contents due to the negligence or malfeasance of the towing company.
- Failure to adhere to these requirements may result in the suspension of a towing company or the removal of the towing company from the approved list.

CERTIFICATION

I hereby certify that I am the owner of the above-named company or otherwise authorized to act on behalf of said company. I further certify that the company meets all the above requirements, and the company agrees to continue to comply with these requirements if placed on the approved towing list for the City of Fairlawn.

DATE

SIGNATURE

PRINT NAME IN FULL

TITLE OR POSITION

STATE OF OHIO)
) SS.
COUNTY OF SUMMIT)

Now comes the above-named individual who provided me sufficient identification identifying themselves as the person signing the foregoing certification. IN TESTIMONY WHEREOF, I HAVE HEREUNTO SET MY HAND AND OFFICIAL SEAL AT _____, OHIO, this _____ day of _____, 20__.

Notary Public