

TRESPASS TOWING LICENSE APPLICATION

Department of Permits, Approvals and Inspection
 County Office Building, Room 101
 111 West Chesapeake Avenue
 Towson, MD 21204



FEES: (Make check or money order payable to "BALTIMORE COUNTY, MD")

- New Applicant \$335.00
- Annual Renewal \$200.00
- Late Renewal \$300.00 (includes penalty)
 (Renewal received after December 31)

BUSINESS INFORMATION			
Trade Name of Business		Legal Name (Name registered with Maryland Department of Assessments & Taxation)	
Business Address	Zip Code	Principal Business Phone No. (24 hours a day)	
Business Mailing Address	Zip Code	Email Address	
Address of storage lot if different from business address			Storage Capacity (number of vehicles)

OWNER(S) INFORMATION			
Principal Owner Name	Contact Phone Number	Principal Owner Name	Contact Phone Number
Owner Mailing Address	Zip Code	Owner Mailing Address	Zip Code
Business Ownership Type: (check one)			
<input type="checkbox"/> Association <input type="checkbox"/> Corporation <input type="checkbox"/> Individual/Sole Proprietor <input type="checkbox"/> LLC <input type="checkbox"/> Partnership <input type="checkbox"/> Trust <input type="checkbox"/> Other (specify) _____			

Designated Agent's Name* _____ Title _____ Contact Phone No. _____

* (Defined as: Business Owner's Designated Agent for receiving service of process, notices, and/or any other papers from Baltimore County. The designated agent must be 21 years of age or older, a resident of Baltimore County, Maryland, and a written copy of their authority must be provided at the time of application.)

Designated Agent's Mailing Address _____ Zip Code _____

Designated Agent's Signature _____ Date Signed _____

Answer the following:

- NO YES Has a "Criminal History Records Check Application" form (for background investigations), been completed by ALL owners and ALL towing vehicle drivers associated with this towing business, and the receipt(s) from the Criminal Records Check attached to this application? (Original blank form, provided with the application, may be photocopied, as needed.)
- NO YES Has any owner or officer of this towing business been convicted of a felony? If YES, on a separate piece of paper, provide the full name of the individual(s), the charge(s), and the date of the conviction(s).
- NO YES Has a PROPOSED fee schedule (on form provided with this application) setting forth maximum fees which the applicant will charge, with a full and detailed statement of the service to be rendered for each stated amount of fee, been submitted with this application?
- NO YES Has your comprehensive general liability insurance certificate, showing coverage in the minimum limits of \$100,000.00 per individual, \$300,000.00 per occurrence, \$100,000.00 property damage on each vehicle, from a company licensed to do business in the state of Maryland, been attached to this application?
- NO YES Has your Trespass Towing Surety Bond (on form provided with this application), in the amount of \$20,000, to guarantee payment of any liability incurred while towing a vehicle under this subtitle, been attached to this application?
- NO YES Are the registered vehicles to be used for the purpose of trespass towing, listed on page 2 of this application?

I/We solemnly affirm under the penalties of perjury, that the information contained on this application is true and correct; and that I/we will submit, in writing any addition, deletion and/or replacement of towing vehicles, (including vehicle and insurance information) before that vehicle may be used under a towing license; and I/We agree to conform to and abide by Article 21, Title 16, Towing Businesses, of the Baltimore County Code, as amended, and the rules and regulations governing towing in Baltimore County relating to TRESPASS TOWING, adopted pursuant to Section 21-16-123 of the Baltimore County Code, as amended. I/We further understand that any violation of the towing law and/or the Baltimore County Rules and Regulations may result in civil fines of up to \$200.00 per day, per violation; the suspension, revocation, or refusal to renew the license; civil and/or criminal prosecution.

Owner(s) Signature (Original signature, use blue ink)	Owner Name(s) (Type or Print)	Witness Signature	Date Signed
1.			
2.			
3.			

(Attach a separate sheet for additional owners)

TOWING VEHICLE INFORMATION (make copy of blank form to list additional trucks if needed)				
Maryland MVA License Tag No.	Make / Model	Vehicle Identification No. (VIN)	Model Year	Name Registered Under
1.				
2.				
3.				
4.				
5.				
6.				
7.				
8.				
9.				
10.				
11.				
12.				
13.				
14.				
15.				

DEPARTMENT APPROVAL / REVIEW

CODE ENFORCEMENT: An inspection has been made to determine if the facility is in compliance with the requirements of the County Code and Zoning Regulations.

Approved Disapproved _____
 (Check One) Signature of Code Enforcement Officer Printed Name Date

If disapproved state reason(s) why: _____

LAW OFFICE: Bond sent for review, Tracking Number _____

Bond Approved No Yes Comments _____

PAI, MISCELLANEOUS PERMITS & LICENSES FINAL REVIEW:

Police report attached No Yes

Approved Disapproved _____
 Signature Date

Comments _____

OFFICE USE ONLY

Application No. _____ Date Received _____ Fee Paid: \$200 / \$300 (late fee) / \$335 (new)

Cash Receipt Date _____ Cash Receipt No. _____ Date Issued _____

Data Entered _____ Initials _____