

**ABANDONED MOTOR VEHICLE CHECKLIST
(PUBLIC TOW – UNKNOWN OWNER/LIENHOLDER)**

<p>Date of Tow/Removal</p>	<p>_____</p>
<p>Date of Request for Information from Dept, Auto Data Direct or Law Enforcement (collectively referred to as “Agency”) <input type="checkbox"/> Must be <i>within 3 days of tow/removal</i></p>	<p>_____</p>
<p>Response Date from Agency <input type="checkbox"/> Must be <i>within 5 days of receipt of request</i></p>	<p>_____</p>
<p>Date First Notice Sent *If Owner Identity Cannot be Ascertained by Agency or Agency Failed to Timely Respond, an Advertisement Notice: <input type="checkbox"/> Must be placed <i>within 60 days of tow/removal</i> <input type="checkbox"/> Must use Form MAG 40-04(A) or (B) <input type="checkbox"/> Must run in newspaper once a week for 2 consecutive weeks</p>	<p>_____</p>
<p>Date Petition Filed <input type="checkbox"/> Must use Form MAG 40-01 <input type="checkbox"/> Must be filed <i>no sooner than 10 calendar days and not later than 6 months after compliance with First Notice Requirements</i> <input type="checkbox"/> Must be accompanied by filing fee <input type="checkbox"/> Must include copy of owner/lienholder info obtained from Agency <input type="checkbox"/> Must include proof of compliance with First Notice requirements</p>	<p>_____</p>
<p>Date of Receipt of Notice of Petition by Unknown Owner/Lienholder <input type="checkbox"/> Petition Advertisement must be placed <i>within 60 days of tow/removal</i> <input type="checkbox"/> Must use Form MAG 40-10(A) or (B) <input type="checkbox"/> Must run once a week for 2 consecutive weeks <input type="checkbox"/> If identity of unknown owner <i>becomes known while ad is run</i>, must send owner a copy of the Petition <i>within 10 days of obtaining identity info</i></p>	<p>_____</p>

<p>Date Answer Filed</p> <p>* <input type="checkbox"/> Must be filed <i>within 10 days after receipt of Notice of Petition or no later than 10 days after the expiration of the two-week advertisement</i></p> <p>* <input type="checkbox"/> If timely filed, Court <u>must</u> schedule hearing <i>within 10 days after receipt of Answer</i></p>	<hr/> <hr/>
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<p>If Timely Answer <u>NOT</u> Filed, Date Motion for Order Filed</p> <p>* <input type="checkbox"/> Must file Motion Form MAG 40-11(A)</p> <p>* <input type="checkbox"/> Must file Affidavit of Military Service Form MAG 40-11(B)</p> <p>* <input type="checkbox"/> Must file Proof of Service of Notice of Petition</p>	<hr/> <hr/>
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<p>Date of Order</p> <p>* Court shall decide Motion <i>within 15 days of filing</i></p> <p>* <input type="checkbox"/> If GRANTED, the vehicle is considered abandoned and Court will issue an order for disposition <i>within 5 days</i></p> <p>* <input type="checkbox"/> If DENIED, a petition can be re-filed <u>once</u> <i>within 6 months after date of denial order</i></p>	<hr/> <hr/>
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