

I. Required Documents for Most Vehicles:

Booted Vehicles

- Valid government issued ID
- Valid registration
- Valid insurance

Towed Vehicles

- Valid driver's license
- Valid registration
- Valid insurance
- Original title

Towed Vehicles (continued)

- Must be the registrant or have a notarized authorization from the registrant
- Provide a copy of the registrant's valid government issued ID
- The easiest way to submit your documents is online at www.nyc.gov/dofcustomerservice.

II. Required Documents for Special Cases

Motorists falling under certain categories must see an administrative attorney and provide the following documents along with a valid driver's license to redeem the vehicle.

1. Expired or suspended registration

- Original title OR new registration, valid insurance, and metal plates.

2. Salvage vehicle

- Original salvage inspection letter from NYS DMV with date, time, and location for vehicle inspection.

3. Dirty plates/tow out

- Title in your own name or title receipt from DMV, OR new registration, valid insurance, and metal plates.

4. Active military service/duty

- Valid registration and insurance cards
- Current military order(s)
- Military affidavit, signed & notarized

5. Decedent registrant

- Death certificate, title in decedent's name, letters of administration OR surviving spouse or heir show proof of new registration & insurance

6. Dealership

- Hold harmless letter
- Dealership license and certificate of doing business
- Chain of title
- Police book (actual book; no copies) – New York vehicles only
- Dealer plate(s), registration, and insurance in the name of the dealership recovering the vehicle

7. Lessor/lessee

- If the registration is valid: Present lease agreement along with valid driver's license, registration, and insurance cards.
- If registration is not valid: Present valid driver's license and lessor authorization from the bank, along with a certified copy of the title or electronic lien.

8. Any city/state/federal court action

- Surrogate court filing receipt
- Bankruptcy court filing receipt & petition
- Article 78 proceedings
- Any state/federal court filing receipt