Towing Company Abandonment Procedures Checklist
Motor Vehicle with no Market Value to be Scrapped, Dismantled, or Sold for Parts:

Office of Motor Vehicle & County Services
500 Clinton Center Dr, Clinton, MS 39056

Motor Vehicle Services Bureau
Phone: (601) 923-7200

First Certified Letter(s):

☐ Certified letter on company letterhead mailed to the ***last registered lien holder***, if applicable, seven (7) days from initial tow to include cost of storage and towing and may include the time, date and place of public sale giving them 30 days to retrieve the motor vehicle.

Certified Letter(s) Signatures/ Green Cards:

☐ Proof of Delivery with a signature – there are multiple approved methods to receive proof of delivery with a signature. If a certified letter is returned unopened, then it **must** be included in the abandonment package.

Newspaper Ad:

☐ If the Identity of the last registered owner cannot be determined the Newspaper Ad must be ran in the local newspaper for one day a week for three consecutive weeks and must include the **VIN** number listed correctly, and the time, date, and place of the public sale.

Affidavit of Abandonment:

☐ An Affidavit of Abandonment must be completed and notarized.

Towing Bill:

☐ Copy of towing bill from towing company

Written Statements:

☐ A written statement from two licensed automobile dealers as to the worthlessness of such motor vehicle.

☐ Attests to no claim was made on this vehicle – must be on company letterhead.