



# WRECKER / TOW SERVICE

**BUSINESS LICENSE APPLICATION**  
OFFICE OF THE CITY CLERK  
ONE CITY SQUARE, SUITE 205  
WARREN, MI 48093-2393  
(586) 574-4557 / FAX (586) 574-4556

**FEES:** **FIRST VEHICLE: \$40.00**  
**EACH ADDITIONAL VEHICLE: \$15.00**  
**LICENSE EXPIRES: MARCH 31 ANNUALLY**

*10% late fee for renewal applications received after this date*

I hereby apply for a license to tow any vehicle within the City of Warren in compliance with the Code of Ordinances of the City of Warren.  
(Chapter 37, Article III, Division 1 Section 551-556, Division 2, Section 571-576, Division 3, Section 577-579)

NEW  RENEWAL

**PLEASE COMPLETE APPLICATION IN FULL**

BUSINESS NAME: \_\_\_\_\_ PHONE: \_\_\_\_\_

BUSINESS ADDRESS: \_\_\_\_\_ Warren, MI  
street city state zip

OWNER NAME: \_\_\_\_\_ PHONE: \_\_\_\_\_

HOME ADDRESS: \_\_\_\_\_  
street city state zip

DATE OF BIRTH: \_\_\_\_/\_\_\_\_/\_\_\_\_

CO-OWNER NAME: \_\_\_\_\_ PHONE: \_\_\_\_\_

CO-OWNER ADDRESS: \_\_\_\_\_  
street city state zip

APPLICANT NAME: \_\_\_\_\_ PHONE: \_\_\_\_\_

APPLICANT ADDRESS: \_\_\_\_\_  
street city state zip

DATE OF BIRTH: \_\_\_\_/\_\_\_\_/\_\_\_\_

STATUS OF OWNERSHIP:  Sole Ownership  Partnership  Corporation  
 Other: \_\_\_\_\_

LOCATION, SIZE, & SECURITY FEATURES OF STORAGE LOT FOR TOWED VEHICLES:  
\_\_\_\_\_  
\_\_\_\_\_

LOCATION & HOURLY AVAILABILITY OF TOW TRUCKS:  
\_\_\_\_\_  
\_\_\_\_\_

SEND CORRESPONDENCE BY:  EMAIL: \_\_\_\_\_  MAIL ONLY

I certify that all statements on this application are true. I understand that any false information may result in the revoking of this license.

Signature: \_\_\_\_\_

Print Name: \_\_\_\_\_

Preferred Mailing Address:  Business Address  Owner Address  ATTN: \_\_\_\_\_  
 Other: \_\_\_\_\_  
street city state zip

**OFFICE USE ONLY**

**DEPARTMENT APPROVAL:**

POLICE COMMISSIONER: \_\_\_\_\_ DATE: \_\_\_\_\_

BUILDING:  (Storage Lot/Sign Ordinance Section 37-552-278)

Issued by: Computer Entry  Paper License  Plate Numbers: \_\_\_\_\_

LICENSE EXPIRES: 03/31/20\_\_\_\_ FEE \$ \_\_\_\_\_

LATE FEE\* \$ \_\_\_\_\_

WRECKER/TOW SERVICE LICENSE NO. \_\_\_\_\_ \* Applied if renewal application received after 03/31

PAID  OTC  MAIL

**REQUIREMENTS:**

- Completed list of towing vehicles** *(attached)*
- List of all employees driving any tow trucks & their CDL numbers on attached form**
- Notarized Statement** (Pursuant to Public Act No. 391 of 1919, MCL 256.541 et seq.) completed by the business owner to accept responsibility for any and all personal property left in towed, along with the location where security for towed vehicles will be provided.
- Copies of your insurance certificates:**
  - A)** Garage keeper's policy, a garage keeper's legal liability policy covering fire, theft, windstorm, vandalism, and explosion in the amount of \$10,000.00 with each vehicle suffering damage being deemed a separate claim.
  - B)** Garage liability policy, a garage keeper's legal liability policy covering the operation of the owner's business, equipment, or other vehicles for any bodily injury or property damage
  - C)** Notice of change or cancellation. Each policy required under this section must contain an endorsement by the carrier providing **ninety (90) days notice** to both the city and the insured if there is any material change or cancellation
  - D)** Copies needed of above certificates to be on file in the City Clerk's Office. **The City of Warren must be listed as the Certificate Holder / additional insured.**
- Copy of your Michigan State Sales Tax License**
- Copy of Driver's License or State ID**

\* In accordance with the Warren Code of Ordinances mandated in Section 18-9: No license shall be issued or renewed under the provisions of this chapter or any other ordinance of the city until any and all personal property taxes, levied and assessed against such person by the city which may be due and payable at the time of the filing of the application for such license, shall have been paid (Applies to Warren businesses only) / **THIS LICENSE IS NOT TRANSFERABLE & NON-REFUNDABLE**

\* Note: New dwelling or new owner must obtain a new Certificate of Compliance from the Building Department

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1 CITY SQUARE  
WARREN, MI 48093-2393

**NOTARIZED STATEMENT**

**Date:** \_\_\_\_\_

I, \_\_\_\_\_, agree to assume responsibility for personal property left in vehicles towed by \_\_\_\_\_ provided the (company name) owner of the the towed vehicle can show proof that said personal property was in the vehicle at the time of towing or while in our storage facility. Security for towed vehicles will be provided at:

\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
(Signature of Owner)

Subscribed and Sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_

\_\_\_\_\_  
Notary Public of \_\_\_\_\_ County, State of Michigan.

My commission expires \_\_\_\_\_, 20\_\_

**BUSINESS NAME:**

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**WRECKER/TOW TRUCK VEHICLE LIST**

**PLATE NO. ISSUED BY CLERK:**

Wrecker No. \_\_\_\_\_  
Make & Model: \_\_\_\_\_  
Year: \_\_\_\_\_  
Vin. No. \_\_\_\_\_  
License No. \_\_\_\_\_  
Mileage: \_\_\_\_\_

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