Station Order 004 - Storage of Motor Vehicles by Private Persons

This directive shall set the guidelines to be adhered to when this station is notified by a citizen of a “completed” vehicle storage. Also, this procedure shall be followed when this station is requested by a private person to “assist” in the storage of a vehicle from private property.

When we are notified of a “completed” vehicle storage by a private person, the employee receiving the notification shall advise the person storing the vehicle of his responsibility to notify the registered owner of the vehicle, in writing, per Sections 22658(a), 22852, and 22853 of the California Vehicle Code. The employee shall then, simultaneously, query the Stolen Vehicle System to determine if the vehicle is stolen, repossessed, or stored.

When we are requested by a private person to “assist” in storing a vehicle from private property, the employee receiving the request shall ask the following of the private person responsible for storing the vehicle:

1. The private person responsible **acknowledges** that he/she is aware of their civil liability and he/she will assume full responsibility regarding the removal of the vehicle, and or
2. The private person **acknowledges** that the private property is properly posted per Section 22658(a) CVC and that the vehicle is in violation of the posting, and/or
3. The private person **acknowledges** that they have lawfully repossessed the vehicle.

After receiving any or all of the above acknowledgments, the employee then will complete a City of Industry Station’s Private Party Storage/Vehicle Repossession report. This report will be completed and a file number shall be drawn. Upon receiving an URN, the employee then shall give the report to a station secretary who shall enter the vehicle into the Stolen Vehicle System (SVS) as “stored” or “repossessed.” Once the vehicle is entered into SVS, the report, along with the attached entry into SVS, shall be approved by the Watch Sergeant and then placed in the appropriate station file.

A photocopy of the approved City of Industry Station’s Private Party Storage/Vehicle Repossession report shall be made and given to the Watch Deputy for tracking of Section 28 CVC. The Watch Deputy is responsible for being in compliance with this Vehicle Code section.

Refer to Station Order Number 13.