



# SHERIFF'S DISPOSAL AUTHORITY CERTIFICATE

Application checklist and submission requirements - SC Code Section 56-5-5670(D)(1)-(2)

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## APPLICATION CHECKLIST

A Sheriff's Disposal Authority Certificate is appropriate only when the towing service does not hold title to the vehicle; the vehicle is intended to **never return to the road**; the vehicle will be sold to a demolisher or secondary metals recycler for parts or scrap metal; and the vehicle is **newer than 12 years old**. Vehicles 12 years old or older should use the applicable SCDMV process instead.

### APPLICANT CONFIRMATIONS

- ☐ The towing service does not have title to the vehicle in its name.
- ☐ The vehicle will never be returned to highway operation.
- ☐ The vehicle will be sold only to a demolisher or secondary metals recycler for parts or scrap metal.
- ☐ The vehicle is newer than 12 years old.

### REQUIRED SUPPORTING DOCUMENTS

- ☐ Completed and notarized Sheriff's Disposal Authority Certificate Application.
- ☐ Copy of the tow bill showing storage charges current through the application date, who requested the tow, the pickup address, and the storage location.
- ☐ Copy of a vehicle-information inquiry from an authorized source under SC Code Section 29-15-10 (for example, ADD123, SCDMV or another state DMV/BMV equivalent, or a local police source).
- ☐ Copies or proof that required notices were mailed to the registered owner(s) and current lienholder(s) under SC Code Section 29-15-10.
- ☐ At least 30 days have passed since all required notices were mailed.
- ☐ When no mailing address can be found, proof of any newspaper publication required under SC Code Section 56-5-5630.

### SUBMISSION NOTE

Submit this packet and supporting documentation to the Charleston County Sheriff's Office for review. The towing service should retain a copy. Upon sale, provide the issued certificate to the demolisher or secondary metals recycler, which is responsible for submitting the certificate to SCDMV as applicable.



# CHARLESTON COUNTY SHERIFF'S OFFICE

Application for Vehicle Disposal Certificate

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AGENCY USE ONLY

## APPLICANT INFORMATION

Applicant / Contact Name \*

Phone \*

Business Name \*

Business Address \*

City \*

State \*

ZIP \*

## VEHICLE INFORMATION

Year \*

Make \*

Model \*

Color

Body Type

License Plate Number

Plate State

VIN \*

Describe Vehicle Condition / Evidence of Abandonment \*



# CHARLESTON COUNTY SHERIFF'S OFFICE

Vehicle Disposal Certificate Application - Affidavit and Certification

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## AFFIDAVIT

I hereby swear or affirm that the vehicle identified in this application is abandoned property under my control in **Charleston County, South Carolina**, and that I am in lawful possession of the vehicle. In accordance with South Carolina law, reasonable attempts have been made to notify the registered owner and any lienholder of the status and location of the vehicle. As of the date of this affidavit, the registered owner or lienholder has made no effort to reclaim the vehicle.

I further affirm that the condition of the vehicle is such that demolition, wrecking, dismantling, recycling for scrap metal, or sale for parts are the only viable means of disposition. I am submitting this application to the **Charleston County Sheriff's Office** for review and issuance of a Sheriff's Disposal Authority Certificate.

I swear or affirm that the information contained in this application and all supporting documentation is true and complete, and that no material fact has been withheld.

### APPLICANT INITIALS

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Initialing confirms that you have read and agree with the affidavit above.

## APPLICANT CERTIFICATION

Applicant Name (Print) \*

Title / Position

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Applicant Signature (electronic or handwritten) \*

Date \*

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\_\_\_\_\_

## NOTARY ACKNOWLEDGMENT

Sworn to and subscribed before me on this date. The notary must complete the fields below and affix any required seal.

Date \*

Notary Public Name (Print) \*

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\_\_\_\_\_

Notary Signature \*

Commission Expires \*

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