



This form is to be used in conjunction with the enforcement of LCPS Policy and Regulation ECE: Traffic and Parking Procedures. The form must be **filled out completely** and filed at the school where the tow took place as a part of that school's documentation of the towing incident.

Vehicle Year _____ Make _____ Model _____
Color _____ License Number _____ License State _____
License Year _____ Vehicle Identification Number _____
Distinguishing Features/Vehicle Damage _____

School Sticker Number _____

Owner's Name _____
Phone _____ Address _____

Driver's Name _____
Phone _____ Address _____

Date towed _____
Towed from (school site) _____
Towed to (name and address of location to which vehicle was towed) _____

Reason for towing _____

Tow company name _____
Tow driver's name _____
Tow driver's signature _____

Campus security/school staff involved in tow
Name _____
Signature _____

School administrator authorizing tow
Name _____
Signature _____

In compliance with LCPS Policy and Regulation ECE: Traffic and Parking Procedures, Las Cruces Public Schools authorizes the above-named towing company to remove the above-named vehicle from school property at the owner's expense.