

FINANCIAL INVESTIGATIONS UNIT  
(FIU)

If your property/vehicle has been seized by the **Financial Investigations Unit (FIU)** you may check the status by calling:

(404)-546-4275

FIREARMS

If you are picking up a **PROPERTY FIRE-ARM** you must present the following:

- **Valid Picture Identification:** A **CURRENT** driver's license, state issued ID, military ID, or passport
- **SSN:** Social Security Number
- **Original Sales Receipt** proving ownership of weapon

For **EVIDENCE FIREARM**, you must present everything mentioned above in addition to the following:

- **Officer permission:** The arresting officer must first approve the release of your firearm by converting its status from evidence to property
- OR
- **Court Order:** You must present a court order demanding the release of your weapon (court dispositions **not** accepted)

**ALL INDIVIDUALS PICKING UP A FIREARM MUST FIRST PASS A BACKGROUND CHECK. NO EXCEPTIONS!**

APPOINTMENT SUGGESTED

FOR FIREARM RELEASE

PLEASE CONTACT ARMORER

404-546-4329 OR 404-546-4356

CONTRACTED TOWING  
COMPANIES

**Zone 1 S&W Towing (404)-622-8360**

2559 Jonesboro Rd. Atlanta, GA 30315

**Zone 2 Futo's Wrecker Service (404)-874-5926**

2050 Liddell Dr. NE, Atlanta, GA 30324

**Zone 3 South Metro (770)-603-7532**

950 S. River Industrial Blvd., Atlanta, GA 30315

**Zone 4 B&L Service (404)-624-4208**

150 Milton Ave., Atlanta, GA 30315

**Zone 5 A-Tow Inc. (404)-577-6566**

180 Harriett St. SE, Atlanta, GA 30315

**Zone 6 Buckhead Towing (404)-223-5982**

290 Margaret St SE, Atlanta, GA 30315

**Airport Moody's Wrecker Svc. 404-766-2633**

3846 Conley St., College Park, GA 30337



ATLANTA POLICE DEPARTMENT  
PUBLIC SAFETY ANNEX

3493 DONALD LEE HOLLOWELL PARKWAY

ATLANTA, GA 30331

PHONE: (404)-546-4330

FAX: (404)-696-1459

Revision Date: 8/2/2011

ATLANTA POLICE  
DEPARTMENT

CHIEF GEORGE N. TURNER

PROPERTY  
CONTROL UNIT



INFORMATIONAL  
BROCHURE

HOURS OF OPERATION:

VEHICLE RELEASES:  
DAILY (INCL. WEEKENDS)  
8AM TO 8PM

PROPERTY RELEASES:  
MONDAY—FRIDAY  
8 AM TO 4 PM

ATLANTA PUBLIC SAFETY ANNEX

3493 DONALD LEE HOLLOWELL PKWY  
ATLANTA, GA 30331

PHONE: (404)-546-4330

FAX: (404)-696-1459

All faxed documents must be notarized.

## PROPERTY

RETENTION POLICY: 90 DAYS, THEN DESTROYED

In order to pick up **YOUR PROPERTY** you must present the following (see FIREARMS section if you are retrieving a gun):

- **Valid picture identification:** A **CURRENT** driver's license, state issued ID, military ID, passport, or school ID
- **Form:** Completed form from table

In order to pick up **SOMEONE ELSE'S PROPERTY** you must present the following:

- **Valid Picture Identification:** A **CURRENT** driver's license, state issued ID, military ID, passport, or school ID
- **Form:** Completed form from table
- **Notarized Authorization Letter:** Must include owner's name, recipient's name and a complete description of property to be picked up.

If your property was turned in with the category of **EVIDENCE** we cannot release your items unless:

- The arresting officer signs for your release  
OR
- You present a **Court Order** demanding the release of your specific property (court dispositions **not** accepted)

## VEHICLES

If you are the **REGISTERED OWNER** of the vehicle you **MUST** present the following items to release your vehicle (if you are not the registered owner, please skip to the next section):

- **Valid Picture Identification:** A **CURRENT** driver's license, state issued ID, military ID, passport, or school ID  
AND
- **Current Vehicle Registration:** The receipt issued by the Department of Motor Vehicle with the tag decal. If you've not had emissions testing completed, we will accept the receipt for the **PAID** Ad Valorem taxes from your county DMV.  
OR
- **Original Title:** The owner's name **MUST** be on the front of the title, not the back. If a **copy** of this document is used, a **notary seal must be presented on both the front and back copies of the title.**  
AND
- **Insurance:** Required **only** if towed specifically for insurance. Insurance card, binder, or policy page with an effective date from the date of impound.

If **you are not the REGISTERED OWNER** of the vehicle:

- **Valid picture identification:** See description above  
AND
- **Current vehicle registration:** See description above  
OR
- **Original title:** See description above  
AND
- **Notarized Authorization Letter:** Must include owner's name, recipient's name, year, make, model, VIN and/or tag number of vehicle. **For company/corporate cars this notarized letter must be on company letterhead.**  
AND
- **Insurance:** See description above. Required **only** if towed specifically for insurance.

## VEHICLES CONT'D

If you **RECENTLY PURCHASED or RENTED** your vehicle you must present the following :

- **Valid Picture Identification:** see definition to left  
AND
- **Purchase Agreement / Bill of Sale or Rental Contract:** Purchase agreement **MUST** be less than 30 days old. Rental agreement must be active (not expired, otherwise rental company will have to give authorization for you to pick up).  
AND
- **Insurance:** See description to left. Required **only** if towed specifically for insurance.

*\*If your vehicle was purchased from an individual we will require the original title signed on back and a notarized bill of sale. The dates on the notarized bill of sale and back of title must match. If purchased more than 7 days ago please see requirements for Registered Owner.*

If you are picking up a **COMPANY or CORPORATE** vehicle you must present the following:

- **Valid Picture Identification:** See description to left  
AND
- **Current Vehicle Registration:** See description to left  
OR
- **Original Title:** See description to left  
AND
- **Notarized Authorization Letter:** See description to left.  
OR
- **Letters of Incorporation / Business license:** May be used if it shows the individual picking up the vehicle owns the company, otherwise, an authorization letter will be required.