



## VEHICLE RELEASE REQUIREMENTS AND INSTRUCTIONS

Revenue Authority of Prince George's County Abandoned Vehicle Processing Unit hours of operation are Monday through Friday, 8:30 AM to 4:30 PM, excluding federal holidays. Please note that the last walk-in is accepted at 4:00 PM.

For same-day vehicle releases, all required documents must be received by 3:30 PM, and all outstanding citations must be paid in full.

---

### REGISTERED OWNER RELEASE

As the registered owner, you must provide a government-issued photo ID and at least one of the following documents:

- Your unexpired vehicle registration card
- Your vehicle title (front and back) showing your name
- A bill of sale, if the vehicle was recently purchased
- An MVA VR-277 Receipt of Title Application
- A court document ordering release, such as a writ of replevin

If someone else is retrieving the vehicle on your behalf, provide:

- A notarized authorization letter, and
- A copy of the authorized individual's driver's license

Email all documents to [abandonedvehicle@co.pg.md.us](mailto:abandonedvehicle@co.pg.md.us) and include the last six digits of the VIN in the subject line. Documents are reviewed in the order received. You will receive a follow-up email with the next steps once the review is complete.

## **LIEN HOLDER RELEASE**

As the lien holder, please provide:

- A repossession order and the vehicle title
- A hold harmless letter addressed to the Revenue Authority
- A hold harmless letter addressed to the tow company
- A letter identifying the tow driver, along with the driver's license

All documents must be notarized and on company letterhead.

Email all documents to [abandonedvehicle@co.pg.md.us](mailto:abandonedvehicle@co.pg.md.us) and include the last six digits of the VIN in the subject line. Documents are reviewed in the order received. You will receive a follow-up email with the next steps after review.

---

## **BUSINESS-OWNED VEHICLE RELEASE**

If the vehicle is registered under a business name, you must provide a government-issued photo ID and one of the following:

- The unexpired vehicle registration card
- The vehicle title (front and back) showing the business as the registered owner
- An IRS letter or articles of incorporation verifying business ownership

If you are not the owner or authorized representative, provide a notarized authorization letter and a copy of the authorized individual's driver's license.

Email all documents to [abandonedvehicle@co.pg.md.us](mailto:abandonedvehicle@co.pg.md.us) and include the last six digits of the VIN in the subject line. Documents are reviewed in the order received. You will receive a follow-up email with the next steps after review.