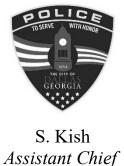


120 Main Street Dallas, Ga 30132 Telephone (770) 443-8100



WRECKER ROTATION **SUBMITTAL**

CONTACT INFORMATION

Captain M. Selleck mselleck@dallas-ga.gov

770-443-8100 Ext. 1012

The Deadline to return this packet is Wednesday, November 26th, 2025 This packet must be returned to the Dallas Police Department 120 Main Street Dallas, Ga. 30132



120 Main Street Dallas, Ga 30132 Telephone (770) 443-8100



Joe Duvall *Chief of Police*

S. Kish *Assistant Chief*

October 31, 2025

To: Interested Wrecker Companies From: Captain Michael Selleck

Subject: Requirements for consideration

Please find attached the wrecker service rotation requirements.

All items must be included to be considered for the 2026 Dallas List Wrecker Service approval. The 2026 Dallas Rotation List will start on January 1st, 2026, and will end on December 31st, 2026.

In addition to the enclosed list, **a letter of request for consideration is required**. A decision will be made in the near future. Please ensure your packet is returned by the deadline.

Incomplete packets will not be considered.

0 0'	
Owner Signature	



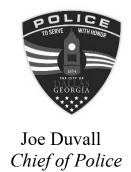
120 Main Street Dallas, Ga 30132 Telephone (770) 443-8100



S. Kish Assistant Chief

- Joe Duvall *Chief of Police*
- 1. Wrecker services seeking inclusion on the rotation list shall have at least two (2) fully functional wreckers capable of completing calls for service when requested by the Dallas Police Department and/or the owner/operator of the vehicle.
- 2. Wrecker service employment: Contractor agrees that **any employee considered for hire or hired** after the original contract date must submit a (3) Three-year drivers' history and a completed release of authorization of personal information form "**Notarized**" to the Dallas Police Department for consideration to tow for the City of Dallas Police Department. This approval process <u>must be approved before the employee is allowed to tow or assist on any tow of a vehicle for the City of Dallas Police Department.</u> **Anyone violating this requirement is subject to immediate removal from the wrecker rotation**. The City of Dallas Police Department will review the driver and criminal records of all applicants to determine whether they will be allowed to tow vehicles for the City of Dallas Police Department. Once the approval or denial has been made, all decisions are final, and there <u>is no appeal process for this decision</u>. Note: By law, the Dallas Police Department cannot discuss any reason with the wrecker service owner, and any decision based on the denial of a driver's history or a criminal history report.
- 3. Wrecker services that have been included in the rotation must be able to respond to calls for service and be on the scene where they have been requested no later than twenty-five (25) minutes after having been contacted by the Dallas Police Department.
- 4. If called and the wrecker service is unable to respond to a call, the wrecker service shall notify the City of Dallas Police Department immediately. The wrecker service is prohibited from calling its own back-up wrecker, but may obtain assistance as needed after responding to the call. If the wrecker service is unable to respond to the initial call, the Dallas Police Department will contact the next wrecker rotation.
- 5. Those inside and outside of the City of Dallas judge the Dallas Police Department by the manner in which it conducts itself. With this in mind, the Dallas Police Department is concerned with the conduct of those who operate in concert with it. It is therefore imperative that wrecker services utilized by the Dallas Police Department conduct themselves in a professional manner while complying with state and federal laws, rules, and regulations. Therefore, wrecker services that have been included in the rotation shall at all times conduct themselves in an ethical manner and shall strive to maintain a professional image.
- 6. Release of impounded vehicles: All vehicles impounded by the City of Dallas Police Department will require a vehicle release form from the Dallas Police Department. Once the registered owner of the vehicle has received a vehicle release form from the Dallas Police Department, they will present the release to the wrecker company for their records. The wrecker company is clear to release the vehicle at this time.
- 7. Release of personal property: Anyone wishing to get personal property out of a vehicle that has been impounded will be referred to the Dallas Police Department for further instruction.

Owner Signature



120 Main Street Dallas, Ga 30132 Telephone (770) 443-8100



S. Kısh Assistant Chief

Contract Agreement

In addition to the Fees, Contractor is authorized to charge for providing services under this contract. Contractor agrees to collect from all persons or entities receiving services under this contract. An additional \$25.00 per tow is to be remitted to the City of Dallas Police Department. The City of Dallas reserves the right to increase or decrease this fee annually, depending on the costs associated with monitoring and administering this contract, as well as providing services related to the impoundment and disposal of vehicles.

The additional \$25.00 Fees collected will be remitted to the City of Dallas Police

Department on a monthly basis and will be accompanied by a list of towed vehicles for the police department that month. All fees collected will be remitted by the fifteenth (15th) day of the month following the end of the previous month.

I understand failure to comply with all the provisions of this contract could result in removal from the City of Dallas Police Wrecker Service List. All Checks are made payable to the City of Dallas. The check can be mailed or hand-delivered to:

City of Dallas Police Department 120 Main Street Dallas, GA, 30132

In Addition

The maximum allowed to charge the City of Dallas Police Department to change a tire on a police vehicle will be \$25.00

The maximum allowed to charge the City Paulding County will be \$25.00	y of Dallas Police Department to tow a police vehicle within
Owner Signature	



Chief of Police

DALLAS POLICE DEPARTMENT

120 Main Street Dallas, Ga 30132 Telephone (770) 443-8100



S. Kish
Assistant Chief

To: Wrecker Service Owners
Ref: Notification of Wrecker Fees

<u>Standard Wrecker fees:</u> Charges up to \$250.00. This is for your first hour. A charge of \$55.00 may be applied for each additional hour.

<u>Accident Cleanup and Recovery:</u> Charges from \$325.00 to \$350.00. Exigent circumstances where additional equipment is required for recovery, excluding standard equipment already on the wrecker, may be billed; however, it must be itemized. You can charge \$55.00 per hour after the first hour.

Storage Fee: \$40.00 a day. No gate fee is allowed during normal hours. The first 24-hour storage fee will be no charge. There is no requirement for tow yards to release vehicles after normal business hours.

<u>Administration Fee:</u> May charge up to \$150.00 after three (3) days on your lot. After 21 days on your lot, you may charge an additional \$100 mail and advertising fee.

EV Towing: Non-consensual Tow fee \$325.00. Storage will be \$175.00 per day after the first 24 hours. Only if the EV is placed in an approved segregated concrete surround (3-sides).

No Key Fee: \$25.00

After Hours Fee: Not to exceed \$50.00

<u>Note:</u> Fees in this letter set the maximum charges allowed for standard tows and accident scenes. The City of Dallas Police Department understands that there will be exceptions to this fee schedule. Please document these exceptions and retain all tow records requested by the Dallas Police Department for a period of no less than 1 year from the date of request.

Note: If a wrecker service wishes to charge less than the standard price for towing a vehicle, they may do so. However, no wrecker service will be allowed to exceed the standard requirements.

Owner	Signature			



120 Main Street Dallas, Ga 30132 Telephone (770) 443-8100



S. Kish Assistant Chief

Joe Duvall Chief of Police

Wrecker Service Information: Name of Company: __Owner of Company:

Business Phone:				

Business Address:
Business Phone:
Owner Information:
Owner' Name
Copy of Driver's license
Three-year driver's history
A release authorization of personal information form (Notarized).
Owner Phone Home:
Owner Phone Cell:
Manager Information
Name:
Address:
Phone number
Copy of driver's license:
Three-year diver's history:
A release authorization of personal information form (Notarized).
Wrecker Driver's Information
Copy of driver's license for ALL drivers other than owner/manager.

Copy of driver's license for ALL drivers other than owner/manage	r.
Three-year diver's history:	
A release authorization of personal information form (Notarized)	

Owner Signature



120 Main Street Dallas, Ga 30132 Telephone (770) 443-8100



S. Kish *Assistant Chief*

Joe Duvall *Chief of Police*

Wrecker Service check off sheet

Business Information Checklist:	
Copy of Business License Atta	ached
Copy of UCR state or GIMO	C card attached
Total number of wrecker servi	ce vehicles
Copy of Business Liability Ins	urance Attached
Storage Lot Requirements	
Storage Lot Location / Address	
Copy of Liability Insurance	e to cover stored vehicles and their contents.
Must maintain 24-hour secu	urity and Alarm system.
The Parking lot must be lig	hted where the vehicles are stored.
	nced with a minimum of 6-foot chain-linked fence and ability to be locked.
Vehicle Requirements. (Mu	st have all items listed for each wrecker used)
Proof of ownership	
Current and valid registration	on
Valid Insurance for each verification of the Flashing lights on vehicle Battery Jumper cables or be Fire Extinguisher Flat Shovels Sweeping broom Container to use to hold de Motorcycle straps (Minimus Company)	chicle
Flashing lights on vehicle	
Battery Jumper cables or bo	OX
Fire Extinguisher	
Flat Shovels	
Sweeping broom	
Container to use to hold de	bris
Motorcycle straps (Minimu	um 4)
Company name, Address as	nd Phone number affixed to each side of each vehicle
Quick-Dry or an Equivalen	
I have read and agree to all the ter or attachments include all of my re	ms and conditions set forth in this contract, and I have verified that this sheet equirements.
Owner Signature	Date:

Do not write below; this section is to be completed by the Dallas Police Department Inspection officer

Wrecker Service Inspection Checklist:

Licensing Requirements:
Copy of Business License
UCR state card or GIMC card
Total number of wrecker service vehicles listed
Copy of Business Liability Insurance
Storage Lot Requirements:
Storage Lot Location / Address listed
Copy of Liability Insurance to cover stored vehicles and their contents.
24-hour security and Alarm system in place.
Parking lot lighted where the vehicles are stored.
Parking lot fenced with a minimum of 6-foot chain linked fence and ability to be locked
Vehicle Requirements:
Proof of ownership
Current and valid registration for each wrecker
Valid Insurance
valid insurance Flashing lights on vehicle
Battery Jumper cables or box
Fire Extinguisher
Flat Shovels
Sweeping broom
Container to use to hold debris
Motorcycle straps (Minimum 4)
Company name, Address and Phone number affixed to each side of each vehicle
Quick-Dry or an Equivalent
Quick-Diy of an Equivalent
Date Checked
Checked by
Title / Rank
Title / Kank
Officer Signature

Name-Based Criminal History Record Information Consent/Inquiry Form

Address Sex Race Date of Birth Social Security Number This authorization is valid for 90/180 (circle one) days from date of signature Date Take of Inquiry: Operator's Initials: urpose Code Used: (check all that apply) E - Employment C - Citizens Academy or Ride-Along Program J - Civilian Criminal Justice Employment (State & III Info Received) M - Working with Mentally Disabled N - Working with Elderly P - Public Records U - Personal Copy W - Working with Children Z - Sworn Criminal Justice Employment (State & III Info Received)	y state and federal law. Full Name (print) Address Sex This authorises	Race	Date of Birth	Social Security Number e) days from date of signature.
Full Name (print) Address Sex Race Date of Birth Social Security Number This authorization is valid for 90/180 (circle one) days from date of signature Date of Inquiry: Operator's Initials: Purpose Code Used: (check all that apply) E - Employment C - Citizens Academy or Ride-Along Program J - Civilian Criminal Justice Employment (State & III Info Received) M - Working with Mentally Disabled N - Working with Mentally Disabled N - Working with Edderly P - Public Records U - Personal Copy W - Working with Children Z - Sworn Criminal Justice Employment (State & III Info Received)	Full Name (print) Address Sex This authorises Signature			e) days from date of signature.
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P - Public Records U - Personal Copy W - Working with Children Z - Sworn Criminal Justice Employment (State & III Info Received) he inquiry resulted in the following: (check all that apply)				
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Z - Sworn Criminal Justice Employment (State & III Info Received) he inquiry resulted in the following: (check all that apply)				
he inquiry resulted in the following: (check all that apply)			State & III Info Received)	
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No Criminal Pocard Available			at apply)	
Criminal Record (Attached/Released)		•		
No NCIC/GCIC Warrant				
Possible NCIC/GCIC Warrant (List Wanting Agency Below)	Possible NCIC/G	CIC Warrant (List Wanting	g Agency Below)	