Department of Licenses and Inspections

Regulation Regarding Provision By Towing Companies of Information With Respect to Authorized Tow Locations

The following regulation is adopted under Section 9-605 of The Philadelphia Code ("Towing").

TITLE 9. REGULATION OF BUSINESSES, TRADES AND PROFESSIONS

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CHAPTER 9-600. SERVICE AND OTHER BUSINESSES

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§ 9-605. Towing.

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(3) Towing Company Licenses.

(a) Except as provided in subsection 9-605(3)(b), no person shall engage in the business of towing vehicles unless that person possesses a current license issued by the Enforcement Agency and, for each towing vehicle used in the business, a certificate issued by the Enforcement Agency. Such license and certificates must be renewed annually.

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(11) Towing From Private Lots, Private Property and Driveways. Only towing companies licensed under paragraph (3) of this Section shall be permitted to tow any illegally parked vehicle from any licensed or unlicensed parking lot, from private property, from any common driveway and from in front of any driveway where the vehicle is blocking access to that driveway, and provided that such towing companies must have the prior written permission of the owner or other person in lawful possession of the property, or of a designated agent of such person, prior to towing from or in front of such property. A towing company shall retain on file all written permissions required by this Section.

(a) No such tow is permitted unless the parking lot or private property has posted in a conspicuous place near its entry which can be easily seen by the public a sign no smaller than thirty-six (36) inches high and thirty-six (36) inches across or, for single-family residential properties, no smaller than eighteen (18) inches high and eighteen (18) inches

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across, with text of sufficient size to ensure that the sign can be easily read. No such sign shall be posted unless the towing company has reported the location of the sign to the Enforcement Agency. The Enforcement Agency may by regulation detail the manner in which such reports must be filed, and may require a towing company to file an annual or other regularly updated list of all signs posted by the towing company. The towing company is responsible for the information on the sign, which shall give notice:

(.1) That unauthorized parking is prohibited and unauthorized vehicles will be towed.

(.2) That vehicles whose authorized parking time has elapsed will be towed.

(.3) Of the name, address, and telephone number of the towing company.

(.4) Of the charges for the towing and storage of towed vehicles.

(.5) Of the place where the towed vehicle can be redeemed after paying the allowable charges and the hours of operation.

(.6) That payment shall be made by cash, credit card or debit card.

(.7) That towing related complaints shall be reported to 3-1-1.

Regulation 9-605(11)(a)(R).

No license for the business of towing vehicles shall be issued or renewed unless a listing setting forth the locations where permission of the owner of a private lot or driveway has been granted to the towing company to tow illegally parked vehicles has been provided to the Department in the following format:

(1) The listing must be provided concurrent with utilization of the Department's on-line electronic license application process for obtaining a new towing license or renewing an existing towing license.

(2) The listing must be provided using a form made available by the Department on its web site.

(3) All fields on the form requesting information regarding each location with respect to which a private towing agreement is maintained must be completed. The towing company must upload an electronic copy of the completed form in connection with its license application

(4) If an uploaded form is not fully completed, the license will not be issued.

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(5) If a towing company does not have permission of any private property owner to tow vehicles, the towing company shall utilize the same electronic form to so identify itself to the Department.

(6) After license issuance or renewal, the towing company shall regularly provide the Department with information regarding the addition or removal of any authorized towing locations.

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