



## **INSTRUCTIONS FOR POLICE-INITIATED TOWING APPLICANTS**

The annual renewal fee for businesses that have previously been licensed is \$150.00. The fee for new applicants is \$250.00. Along with the application, please provide the following:

- 1) Check or money order made payable to Baltimore County, Maryland.
- 2) Evidence of Comprehensive General Liability Insurance coverage in the minimum limits of \$100,000.00 per individual, \$300,000.00 per occurrence and \$100,000.00 property damage for each vehicle. An insurance company licensed to do business in the State of Maryland, must provide the coverage.
- 3) Proposed towing and storage charges for your company using the form provided.
- 4) In addition to the above, include the following:
  - a) Separate list of all company owners, officers, managers and employees;
  - b) Receipt of Criminal History Check for each owner, driver/operator and manager listed, including copies of the licenses and medical cards of all operators;
  - c) Photocopies of the registration of all tow trucks;
  - d) Training certification for all operators.

\*Note - All applications or forms requiring signatures need to be signed in **blue ink**. Only applications with original signatures will be accepted. Failure to submit all the required information at the time of application will delay the process of your license. If you need additional forms or have any questions, please call 410-887-3616

Submit complete application package to the address below.

Miscellaneous Permits & Licenses / County Office Building  
111 West Chesapeake Avenue, Room 101 / Towson, Maryland 21204  
Phone 410-887-3630 / Fax 410-887-4578