

**OFFICE OF THE CITY CLERK**

City Hall, 1 Kennedy Plaza  
Utica, New York 13502

Tel.: (315) 792-0113

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**Melissa Sciortino**

City Clerk

**APPLICATION TO BE PLACED ON  
THE TOW TRUCK / WRECKER / FLATBED ROTATION**

1. Mark the appropriate box to indicate if this application is for:

Original placement on List **OR**

Renewal of placement on List

2. Full Name \_\_\_\_\_  
FIRST MIDDLE LAST

3. Home Address \_\_\_\_\_

4. E-mail Address \_\_\_\_\_

5. Phone Number \_\_\_\_\_  Work  Cell  Home

6. Do you operate a garage within the City of Utica?  Yes  No

7. Address of Garage \_\_\_\_\_

8. Name of Business (D.B.A.) \_\_\_\_\_

8. Does the applicant maintain twenty-four (24) hour service to respond to emergency calls regarding the towing of motor vehicles?  Yes  No

9. Vehicle proposed to be operated by applicant:

A. 1. \_\_\_\_\_  
MAKE, MODEL, & YEAR VIN REGISTRATION # PLATE #

Additional vehicles proposed for operation under this license:

2. \_\_\_\_\_  
MAKE, MODEL, & YEAR VIN REGISTRATION # PLATE #

3. \_\_\_\_\_  
MAKE, MODEL, & YEAR VIN REGISTRATION # PLATE #

4. \_\_\_\_\_  
MAKE, MODEL, & YEAR VIN REGISTRATION # PLATE #

5. \_\_\_\_\_  
MAKE, MODEL, & YEAR VIN REGISTRATION # PLATE #

B. Amount of Bodily Injury: \$ \_\_\_\_\_

C. Amount of Property Damage: \$ \_\_\_\_\_

D. Name of Insurance Carrier \_\_\_\_\_

E. Insurance Policy Number \_\_\_\_\_

**PLEASE ENCLOSE: COPY OF INSURANCE IDENTIFICATION CARDS FOR ALL VEHICLES AND COPY OF REGISTRATION FOR ALL VEHICLES AND COPY OF NYS DRIVER'S LICENSE FOR ALL OPERATORS (MUST HAVE "W" ENDORSEMENT) AND COPY OF CURRENT GARAGE LIABILITY INSURANCE POLICY**

10. Does the applicant understand the provisions in Ordinance 175 of 2020, AMENDING CHAPTER 2-28 OF THE CITY CODE REGARDING TOWING AND WRECKERS?

Yes  No

11. If placed on the Accident/Tow-Away Rotation List, will the applicant abide by the provisions of Ordinance 175 of 2020, AMENDING CHAPTER 2-28 OF THE CITY CODE REGARDING TOWING AND WRECKERS?

Yes  No

12. If placed on the Accident/Tow-Away Rotation List, will the applicant respond to all calls from the Utica Police Department within twenty-five (25) minutes?

Yes  No

13. Please list the phone number to be contacted if applicant receives a call during off-business hours

\_\_\_\_\_

14. Applicant's Signature \_\_\_\_\_

15. Date of Application \_\_\_\_ / \_\_\_\_ / \_\_\_\_

**Please note the following:**

- Placement on the Accident/Tow-Away Rotation List hereunder **SHALL NOT BE TRANSFERABLE**
- The maximum price that can be charge for towing motor vehicles within the City of Utica is **\$ 175.00**