

LOCAL GOVERNMENT REIMBURSEMENT FOR INOPERABLE VEHICLE DISPOSITION

Purpose: Local governments use this form to track and certify the disposition of, and request reimbursement for, the disposition of inoperable vehicles located within the locality (Virginia Code § 46.2-1207). All other vehicle dispositions are reported using the Vehicle Removal Certificate (VSA 40).

Instructions: Submit this form to DMV to certify and report the removal and disposition of an inoperable motor vehicle either from the vehicle owner's property, or from property within the locality where it was abandoned, and to request reimbursement for such vehicle as provided in Virginia Code § 46.2-1207. Follow full instructions on the back of this form.

1. VEHICLE INFORMATION				
VEHICLE YEAR	VEHICLE MAKE	VEHICLE MODEL	VEHICLE IDENTIFICATION NUMBER (VIN)	
VEHICLE LOCATION (street address or nearest intersection, landmark, etc.)			CITY	STATE VA ZIP CODE
VEHICLE TYPE	<input type="checkbox"/> AUTO	<input type="checkbox"/> MOTORCYCLE	<input type="checkbox"/> TRAILER	<input type="checkbox"/> TRUCK <input type="checkbox"/> OTHER _____
CHECK ONE:	<input type="checkbox"/> INOPERABLE VEHICLE WAS REMOVED FROM THE VEHICLE OWNER'S PROPERTY WITHIN THE LOCALITY. <input type="checkbox"/> INOPERABLE VEHICLE WAS ABANDONED AND REMOVED FROM PUBLIC OR PRIVATE PROPERTY WITHIN THE LOCALITY.			

2. PROPERTY OWNER/AUTHORIZED AGENT INFORMATION AND CERTIFICATION	
Complete this section ONLY if vehicle location listed above is private property.	
PROPERTY OWNER/AUTHORIZED AGENT NAME (print)	TELEPHONE NUMBER
I certify and affirm that all information presented in this section is true and correct, that any documents I have presented to DMV are genuine, and that the information included in all supporting documentation is true and accurate. I make this certification and affirmation under penalty of perjury and I understand that knowingly making a false statement or representation on this form is a criminal violation.	
PROPERTY OWNER/AUTHORIZED AGENT SIGNATURE	DATE (mm/dd/yyyy)

3. TOWING INFORMATION AND CERTIFICATION			
The vehicle described above was released to →	LICENSED VEHICLE REMOVER'S COMPANY NAME	VRO CERTIFICATE NUMBER (or tow truck plate number)	
ADDRESS	CITY	STATE VA	ZIP CODE
OPERATOR NAME (print)	TOWING COMPANY REPRESENTATIVE NAME (print) (if different than operator)		
I certify and affirm that I obtained approval at the time the vehicle was towed in accordance with Virginia Code § 46.2-1232. I further certify and affirm that all information presented in this section is true and correct, that any documents I have presented to DMV are genuine, and that the information included in all supporting documentation is true and accurate. I make this certification and affirmation under penalty of perjury and I understand that knowingly making a false statement or representation on this form is a criminal violation.			
TOWING COMPANY REPRESENTATIVE SIGNATURE			DATE (mm/dd/yyyy)

4. LOCALITY INFORMATION AND CERTIFICATION (CITY, COUNTY OR TOWN)	
AUTHORIZED OFFICIAL'S NAME (print)	LOCALITY NAME (city, county or town)
AUTHORIZED OFFICIAL'S TITLE	TELEPHONE NUMBER
AUTHORIZED DEMOLISHER NAME (print)	DEMOLISHER NUMBER
As required by Virginia Code § 46.2-1207, I certify that (check one):	
<input type="checkbox"/> The vehicle described above is inoperable and abandoned, was left on property within the locality identified herein, and has been disposed of as provided in Virginia Code § 46.2-1205. <input type="checkbox"/> The vehicle described above is inoperable, has been removed from the above identified vehicle owner's property, and disposed of by the locality, or its authorized agent, identified herein.	
I also certify that possession of the inoperable vehicle was transferred to the registered demolisher identified on page 2. I further certify and affirm that all information presented in this section is true and correct, that any documents I have presented to DMV are genuine, and that the information included in all supporting documentation is true and accurate. I make this certification and affirmation under penalty of perjury and I understand that knowingly making a false statement or representation on this form is a criminal violation.	
SIGNATURE	DATE (mm/dd/yyyy)

DMV HQ USE ONLY	
Is the vehicle identification number (VIN) on the customer service system (CSS)?	<input type="checkbox"/> YES <input type="checkbox"/> NO
Is the vehicle currently registered?	<input type="checkbox"/> YES <input type="checkbox"/> NO
Is the vehicle recorded as stolen?	<input type="checkbox"/> YES <input type="checkbox"/> NO
Has the vehicle been previously entered as demolished?	<input type="checkbox"/> YES <input type="checkbox"/> NO

5. DEMOLISHER/SCRAP METAL PROCESSOR INFORMATION AND CERTIFICATION		
DEMOLISHER/SCRAP METAL PROCESSOR COMPANY NAME	DATE VEHICLE ACQUIRED (mm/dd/yyyy)	DEMOLISHER CERTIFICATE NUMBER
CHECK ONE OF THE FOLLOWING OR STAMP THE BLANK SPACE BELOW WITH APPROVED MERCURY SWITCH STAMP:		
<input type="checkbox"/> The mercury switches have been removed from the vehicle, were previously removed from the vehicle, or the vehicle was not manufactured with mercury switches.		
<input type="checkbox"/> The mercury switches could not be removed from the vehicle because upon attempt it was determined removal of the switches would be impractical, unreasonable or unsafe.		
I certify that the vehicle has been demolished/scrapped. I further certify and affirm that all information presented in this section is true and correct, that any documents I have presented to DMV are genuine, and that the information included in all supporting documentation is true and accurate. I make this certification and affirmation under penalty of perjury and I understand that knowingly making a false statement or representation on this form is a criminal violation.		
SIGNATURE	DATE (mm/dd/yyyy)	TELEPHONE NUMBER

INSTRUCTIONS	
<p>The vehicle must have a valid and legible Vehicle Identification Number (VIN). Reimbursement will not be made for vehicles with incomplete or missing VINs. Reimbursement will not be made to any locality for vehicles acquired from sources outside the locality's jurisdiction or for vehicles received from dealers engaged in the business of dismantling used vehicles.</p>	
Section 1:	The property owner, owner's authorized agent or licensed vehicle remover completes this section. DMV must receive the original VSA 122 form.
Section 2:	The property owner or authorized agent (if vehicle was removed from private property) signs this section.
Section 3:	The licensed vehicle remover completes and signs this section. DMV must receive the original VSA 122 form.
Section 4:	The authorized official from the locality completes this section. If the locality transfers the vehicle to a registered demolisher, a copy of this form (VSA 122) and an AVP receipt if the vehicle was processed through DMV's Online Abandoned Vehicle Process, must be provided to the demolisher. Localities applying for reimbursement must submit the original, signed VSA 122 to DMV.
Section 5:	The demolisher/scrap metal processor completes and signs this section to certify that the vehicle, trailer, or manufactured home was demolished or scrapped. A license number, signature, date and telephone number are required.
<p>Manual Reporting of Vehicle Disposition to DMV: Licensed demolishers or scrap metal processors, who do not report vehicle disposition electronically per Va. Code §46.2-1608.2, return the original VSA 122 form and applicable documents as required to DMV at the following address: Virginia Department of Motor Vehicles Data Integrity Room 516 Post Office Box 27412 Richmond, Virginia 23269-0001</p>	
<p>NOTE: A copy of this VSA 122 form must be retained by the demolisher/scrap metal processor in accordance with the requirements in VA Code §46.2-1206.</p>	
<p>Electronic Reporting of Vehicle Disposition to DMV: Licensed demolishers or scrap metal processors who report vehicle disposition electronically to DMV per Va. Code §46.2-1608.2 shall retain the original VSA 122 form, proof of ownership document(s) and applicable DMV forms (as required), on file in a secure location for at least five years in accordance with the requirements in Va. Code §46.2-1206. These files are subject to inspection by law-enforcement.</p>	
COMMENTS (Use the area below to enter any additional information.)	