



# VEHICLE IMPOUNDMENT & INVENTORY

Enforcement Division  
Policy Number: LE 2.07.00

Effective Date: 2/1/08

## POLICY

A certified peace officer (CPO) who legally arrests an individual must determine what action to take with regard to the subject's vehicle, if the subject is in or close to his or her vehicle at the time of the arrest. The CPO may move the vehicle to a protected place, release the vehicle to another individual chosen by the subject, or impound the vehicle. If a CPO chooses to impound a vehicle, he or she will conduct an inventory of the vehicle according to the procedures in this section.

## PROCEDURES

### a. Determining the Disposition of the Vehicle.

1. Following a lawful arrest, a CPO will determine the disposition of the subject's vehicle, if any. The CPO will first consider:
  - moving the vehicle to a protected place;
  - moving the vehicle to a protected place requested by the subject; or
  - releasing the vehicle to another licensed adult chosen by the subject.
2. If none of these alternatives are available, or if the CPO needs to maintain custody of the vehicle for evidentiary purposes, the protection of the public, or the protection of the vehicle; the CPO may choose to impound the vehicle.

### b. Completing an Inventory of the Vehicle.

1. The CPO will complete an inventory of a subject's vehicle when the CPO moves the vehicle, releases the vehicle to a towing company, or otherwise determines that an inventory is necessary for the protection of the vehicle and its contents. If a CPO completes an inventory of a vehicle, the CPO will complete a *Vehicle Impound and Inventory Record*.
2. If the CPO completes a *Vehicle Impound and Inventory Record*, the CPO will ensure that the subject and sergeant or supervisor receives any completed forms.

## FORMS

*Vehicle Impound and Inventory Record, Form 4-95*