

Questions & Answers regarding Senate Bill 401

- 1. Who is required to send the notice?**
 - A person who undertakes the towing or removal of a vehicle from a parking lot (trespass tow).
- 2. Who is to be notified?**
 - The owner, any secured party, and the insurer of record.
- 3. Where do I obtain the insurer of record mailing information:**
 - To view the insurance company's contact information, you may visit the MVA's webpage at www.mva.maryland.gov and select Towing/Insurance Contact Registry, under the subtitle Business Services, select Insurance Contact Registry. The information is viewable by entering the Insurance Company's name or NAIC code.
- 4. What if I cannot locate the insurer of record's mailing information on the MVA webpage:**
 - To view the insurance company's contact information; you may visit the MVA's webpage at www.mva.maryland.gov and select Towing/Insurance Contact Registry, under the subtitle Business Services, select Maryland Insurance Administration.
- 5. How is the notice to be sent?**
 - By certified mail, return receipt requested, and first-class mail.
- 6. How many days should the notice be sent after towing or removing the vehicle from a parking lot?**
 - Within 3 days, exclusive of days that the towing business is closed.
- 7. How does a business obtain a Maryland vehicle record?**

There are a couple of ways that a vehicle record can be obtained:

 1. A business may download the ["Request for Record" \(form #DR-057\)](#) and submit the form and [required fee](#) by mail to the MVA, 6601 Ritchie Highway, Glen Burnie, MD 21062, Attn: Room 202
 2. A business can fill out an MVA ["Request for Record" \(form #DR-057\)](#) at any [MVA branch office](#), present a valid identification, pay the [required fee](#), and state the reason for requesting the record, to receive the information immediately.
 3. A business can subscribe to one or more of the MVA's online services to access driver or vehicle records. For an application/information packet to be mailed to you, send an email message, including your business mailing address, to: MVRSDataRequests@mdot.state.md.us. For more information about [MVA's online services for businesses...](#)
- 8. How to locate vehicle records?**
 - There are several on-line sites available to obtain Motor Vehicle records.