

**ORDER FOR REMOVAL OF SCRAP VEHICLE AT OWNERS REQUEST**

**Please read and complete this form:**

*Name & Address:*.....  
.....  
.....  
.....

**I certify that the vehicle detailed below is my own personal property and request that the vehicle collection contractor, working on behalf of Ashfield District Council, removes the said vehicle from:**

*Vehicle location:*.....

**for disposal at a scrap yard facility.**

**The Council undertake to remove the vehicle on the understanding that neither the Council, nor its vehicle collection contractors, will accept liability for any damage or injury to persons or property arising out of the removal of the vehicle, how so ever caused.**

**Description of vehicle:**

*Make and model:*.....

*Colour:*.....

*Registration number:*.....

**Collection Arrangements (\*delete as necessary)**

**Can the vehicle be moved on its wheels:** *yes/no\**

**Does the vehicle steering work:** *yes/no\**

**Are there additional tyres other than those normally fitted to the vehicle:** *yes/no\**

**If yes, enter how many:**.....

**Will it be necessary for our contractor to contact you before collection of the above vehicle in order to arrange access to it:** *yes/no\**

**If yes, provide a daytime (10.00am – 4.00pm) contact telephone number:**.....

**Ownership declaration:**

***I am the registered keeper of the vehicle and hereby surrender to Ashfield District Council the vehicle registration document, which I have enclosed. I understand that Ashfield District Council will advise DVLA of the vehicles destruction but that I retain responsibility for the above vehicle until such time as it is disposed of.***

*Signed:*..... *Date:*.....

***PLEASE RETURN FORM TO ASHFIELD DC WITH YOUR VEHICLE LOG BOOK (V5 or V5C) USING THE SAE PROVIDED.***

.....  
For office use only:                      **This is a confirmation order**

Agreed cost of work:.....£.....+VAT.

Expenditure code: G 21 202 D429

Flare reference number.....

Signed:..... Authorised signatory ( Mr P. Columbine, Mr R. Sheward)