



TEXAS DEPARTMENT OF LICENSING & REGULATION

P.O. Box 12157 • Austin, Texas 78711-2157

www.tdlr.texas.gov

TOW TRUCK ADD, DELETE, AND CHANGE FORM INSTRUCTIONS

The application must be completed and signed by the applicant. An application is not considered complete and will not be processed until all required items have been submitted. All information provided must be typed or printed in black ink. Attachments must be submitted on separate pieces of single-sided, 8½" x 11" paper. Use a paperclip to fasten all pages together, with the check or money order on top. **Do not use staples.**

DOCUMENTS SUBMITTED WITH YOUR APPLICATION WILL NOT BE RETURNED. KEEP A COPY OF YOUR COMPLETED APPLICATION, ALL ATTACHMENTS, AND YOUR CHECK OR MONEY ORDER.

1. TOW TRUCK COMPANY CERTIFICATE NUMBER - Write the certificate number of the tow truck company as it appears on the tow truck company certificate issued by TDLR.
2. NAME OF TOW TRUCK COMPANY - Write the full name of the tow truck company.
3. DBA - Write all assumed names or DBAs used by this business.
4. TOW TRUCK INFORMATION AND FEES - Enter required information for all tow trucks you are adding, deleting, or changing the tow type. Do not list trailers.
 - Designate if tow truck(s) you are adding, or changing the tow type for, will be used to perform incident management (IM) tows, private property (PP) tows, or consent tows (CT) by checking the appropriate box.
 - ◆ Tow trucks designated to perform IM tows can perform PP tows and CT tows.
 - ◆ Tow trucks designated to perform PP tows can also perform CT tows.
 - ◆ Tow trucks designated to perform CT tows can only perform CT tows.
 - Verify whether the tow truck is equipped to tow light-duty (LD) vehicles or heavy duty (HD) vehicles according to manufacturer's guidelines by checking the appropriate box. You must check one.
 - Verify if tow truck(s) is a car hauler or not, by entering Y for yes and N for no in the appropriate box. A car hauler is a tow truck that can haul three or more vehicles at one time.
 - If you check delete, the tow truck will be deleted and cannot be retrieved. No refunds or credit will be given.
5. SIGNATURE OF OWNER/REPRESENTATIVE - After carefully reading the statement, the authorized person must sign, provide a title, printed name, and date the form.

SEND YOUR COMPLETED APPLICATION AND REQUIRED DOCUMENTS TO:

Texas Department of Licensing and Regulation
P.O. Box 12157
Austin, TX 78711-2157

Documents submitted with your application will not be returned. Keep a copy of your completed application, all attachments, and your check or money order. Do not send cash.

For additional information and questions, please visit the Texas Department of Licensing & Regulation website at <https://www.tdlr.texas.gov> or reach Customer Service via webform where you can submit your request for assistance and include attachments needed at <https://www.tdlr.texas.gov/help> or (800) 803-9202 [in state only], (512) 463-6599, Relay Texas-TDD: (800) 735-2989 or Fax: (512) 463-9468. Customer Service Representatives are available Monday through Friday 7:00 a.m. until 6:00 p.m. Central Time (excluding holidays).



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DO NOT WRITE ABOVE THIS LINE

FOR FASTER SERVICE, YOU MAY ADD TOW TRUCKS ONLINE AT WWW.TDLR.TEXAS.GOV/TOOLS/

\$75 fee for each Tow Truck Added

\$25 fee for each Tow Truck Tow Type Changed

\$0 fee to Delete a Tow Truck

Incomplete forms or insufficient fees will be returned to you unprocessed

1. Tow Truck Company Certificate Number:

2. Name of Tow Truck Company:

3. DBA:

4. TOW TRUCK INFORMATION AND FEES

Check if you are Adding, Deleting, or Changing a Tow Truck	Make of Tow Truck	Unit #	Year	COMPLETE Vehicle Identification Number (VIN)	Type of Tow	Light Duty/Heavy Duty	Car Hauler
					IM/PP/CT	LD/HD	Y/N
Change Tow Type <input type="checkbox"/> Add <input type="checkbox"/> Delete <input type="checkbox"/>							
Change Tow Type <input type="checkbox"/> Add <input type="checkbox"/> Delete <input type="checkbox"/>							
Change Tow Type <input type="checkbox"/> Add <input type="checkbox"/> Delete <input type="checkbox"/>							
Change Tow Type <input type="checkbox"/> Add <input type="checkbox"/> Delete <input type="checkbox"/>							

TOW TRUCK CHANGE FEE

TOW TRUCK ADD FEE

TOTAL FEE

\$25 X Number of Tow Trucks Changed (if applicable)

\$75 X Number of Tow Trucks Added (if applicable)

5. SIGNATURE OF OWNER/REPRESENTATIVE

By signing and submitting this form, I certify that information submitted on this and any attached forms is true and correct. I further certify that I will comply with all applicable provisions of the Texas Towing Act; Texas Occupations Code, Chapter 2308; Texas Administrative Code, Chapter 60; the Towing Administrative Rules, Texas Administrative Code, Chapter 86; I understand that providing false information on this application may result in revocation and/or denial of the license I am requesting and the imposition of administrative penalties and sanctions.

Signature of Owner or Authorized Representative

Printed Name

Title

Date Signed