



CITY OF READING, PENNSYLVANIA

POLICE DEPARTMENT
815 WASHINGTON STREET
READING, PA 19601-3690
(610) 655-6116

RICHARD TORNIELLI
CHIEF OF POLICE

Date:

Name:

Address:

PHONE: (610) 655-6294

Monday through Friday

8:00 A.M. to 2:30 P.M.

After 2:30 PM leave a message.

If you would like to make an appointment via e-mail
please send an e-mail to

trafficlawenforcementunit@readingpa.gov.

Report #:

Certified Mail #:

Dear

According to the Pennsylvania Department of Transportation records and/or RPD Assignment
_____ the vehicle listed below is registered/owned by you.

Date of Seizure:

Vehicle Make/Model:

Vehicle Registration:

Vehicle Identification Number:

The vehicle referenced above was impounded by the City of Reading Police department for violations of the City of Reading Traffic Code and/or other code violations. The vehicle is being stored at a City impound facility.

To claim the vehicle bring the vehicle's title, registration with PennDOT or the DCNR and proof of insurance to the Desk Sergeant at 815 Washington Street, Reading, PA within **30 days** of this notice.

To appeal the seizure of the vehicle return the completed appeal form attached to this notice to the Property Maintenance Division, 815 Washington Street, Reading PA within **30 days** of this notice and a hearing with the Code and License Appeals Board will be scheduled.

Failure to take either action by the owner of the vehicle shall result in the Police Department making a request for forfeiture to the Code and License Appeals Board which may result in the destruction of the vehicle.

It is in your best interest to respond to this letter as soon as possible.

Sincerely,

Audra Schreiner
Administrative Assistant
Traffic Law Enforcement Unit

ATV/DB-1 (11/21)



FAX: (610) 655-6392 TDD: (610) 655-6442