City & County of Honolulu
Division of Motor Vehicles, Licensing, and Permits
Motor Vehicle Control Section

TO: MOTOR VEHICLE CONTROL SECTION STAFF

SUBJECT: SUPPLEMENTAL GENERAL PROCEDURES FOR THE PROCESSING OF

ABANDONED AND DISTRICT TOWED VEHICLE(S) THAT ARE REGISTERED

TO ACTIVE-DUTY SERVICEMEMBER

In an effort to comply with the Servicemembers Civil Relief Act (SCRA), effective immediately, all staff shall review and comply with the following procedures shall be followed when processing towed abandoned vehicles (AV) when the registered owner (R.O.) is an active duty servicemember.

A. Required Compliance - Training.

- 1. MVC shall ensure all staff members must complete the city's SCRA training video and comply with the provisions outlined below and on supplemental procedure handouts.
- 2. MVC shall ensure all new hires complete the city's SCRA training video and complies with the provisions outlined herein within thirty (30) days from their date of hire.
- 3. MVC shall keep records of the certification of compliance of each staff member who completed the SCRA training. All certifications of compliance shall be kept on file and readily available for inspection.

B. Required Compliance - Procedures.

All MVC staff members should be familiar with and apply the following:

- a. the Supplemental Procedures for the Investigation of Abandoned Vehicle Complaint(s) Involving Vehicles Registered to Active-Duty Servicemembers, form MVC-SCRA-1 (rev. 05/17/18);
- b. the Supplemental Procedures for Processing HPD District Towed Vehicles Reported as Unclaimed and Registered to Active-Duty Servicemembers, form MVC-SCRA-3 (rev. 05/17/18); and
- c. the Supplemental Procedures for the Investigation of Abandoned Vehicle Complaint(s) Involving Vehicles Registered to Active-Duty Servicemembers, form MVC-SCRA-4 (rev. 5/17/18).

DEPARTMENT OF CUSTOMER SERVICES City & County of Honolulu Division of Motor Vehicles, Licensing, and Permits Motor Vehicle Control Section

TO: MOTOR VEHICLE CONTROL SECTION STAFF

SUBJECT: SUPPLEMENTAL OFFICE PROCEDURES FOR PROCESSING HPD DISTRICT TOWED VEHICLES REPORTED AS UNCLAIMED AND REGISTERED TO AN ACTIVE-DUTY SERVICEMEMBER

In an effort to comply with the Servicemembers Civil Relief Act (SCRA), effective immediately, the following procedures shall be followed when processing a vehicle(s) reportedly towed by the HPD District Tow contractor and is registered to an active duty servicemember.

A. Reporting of HPD District Tows.

- 1. The tow contractor shall report all HPD directed towed vehicle(s) that remain unclaimed 24 hours after the time of tow. This report shall be submitted to MVC on the Unclaimed Vehicle Report form (Exhibit A).
- 2. If a vehicle was previously reported as unclaimed and is subsequently claimed, the tow contractor should identify the vehicle on a Claimed Vehicle Report form (Exhibit B) and submit the report to MVC within 24 hours of the vehicle being claimed.

B. Processing of Vehicles on Unclaimed Vehicle Reports from Tow Contractor.

- 1. Upon receipt of the Unclaimed Vehicle Report, the MVC Senior Clerk Typists shall log vehicle information into the MVC District Tow database.
- 2. If research indicates the R.O. may be an active-duty servicemember, (i.e.: Exempt 9 or N, military base address, other):
 - a. Indicate such in the record comment box.
 - b. The vehicle information record shall be transferred to the SCRA pending file in the database.
- 3. The Inspector II will contact MVR and request additional R.O. information from forms:
 - a. CS-L(MVR) 50 (Rev. 1/20/18) U.S. Military Non-Resident Certificate (Exhibit C) or,
 - b. CS-L(MVR) 50A (Rev. 7/2017) U.S. Military Resident Certificate & Hawaii National Guard / Reserves Certificate (Exhibit D), whichever applicable.

4. The acquired information may be used to conduct further attempts to contact the R.O. or to confirm their present military status via the SCRA locator portal at https://scra.dmdc.osd.mil/scra/#/single-record.

C. Generating the Unclaimed Vehicle in Custody letter.

- 1. Ensure the correct letter format is utilized.
- 2. In an envelope, enclose a copy of the Notification of Unclaimed Vehicle in Custody letter, informational letter, along with form CS-L(MVC) 251 (1/2018), titled <u>Waiver of Rights Under SCRA</u>, (Exhibits E: 1 4), to be sent certified mail.
- 3. Upon returned receipt of the completed, signed and dated form, the vehicle shall be scheduled for auction.

D. Contacting Servicemember R.O.s Regarding Vehicles in Custody

- 1. The Inspector II shall direct attempts to contact the R.O. utilizing the available information acquired by the Inspector II from MVR. If contact is made, the R.O. will be apprised of the situation and notified to claim their vehicle.
- 2. If contact is established and the R.O. has no interest in the vehicle and requires assistance to dispose of the vehicle and is on the island:
 - a. Confirm the R.O.'s active-duty military status, and if confirmed, direct the R.O. to
 the weblink to complete form CS-L(MVC)251 (1/2018), titled <u>Waiver of Rights</u>
 <u>Under SCRA</u>, (Exhibits E: 1 4) and to return the completed form to MVR; or
 - b. If the R.O. prefers to junk the vehicle, obtain the R.O.'s current contact information and instruct the R.O. to take the title, registration and license plates to the nearest Satellite City Hall to complete the necessary documents to junk and the City will dispose of the vehicle at no charge.
 - c. Upon MVC's receipt of the junking affidavit, a copy of the vehicle information records and affidavit shall be forwarded to the Inspector I to process as a derelict and to arrange for disposal.
- 3. If contact is established and the R.O. has no interest in the vehicle and requires assistance to dispose of the vehicle but is not on the island:
 - a. Confirm the R.O.'s active-duty military status, and if confirmed, direct the R.O. to the weblink to complete form CS-L(MVC) 251 (1/2018), titled <u>Waiver of Rights Under SCRA</u>, (Exhibits E: 1 4) and to return the completed form to MVR; or
 - b. If the R.O. prefers to junk the vehicle, obtain the R.O.'s current contact information and email or mail a copy of form CS-L(MVR) 202 (Rev. 5/99), titled <u>Statement of</u>

<u>Fact Relating to Junking of Vehicle</u> (Exhibit F) to the R.O. The R.O. may also be referred to the on-line form section on the City's website to complete http://www.honolulu.gov/rep/site/csd/onlineforms/cslmvr202.pdf and return to MVC.

- c. Upon receipt of the completed form, along with the signed / dated title and registration, the Inspector II will assist the R.O. by completing the junking transaction at MVR, then a copy of the vehicle information records and affidavit shall be forwarded to the Inspector I to process as a derelict and to arrange for disposal.
- 4. If contact is not established with the R.O., the Inspector II, after being informed, will arrange to send an email to the R.O. using the email address(es) from the CS-L(MVR)50 or CS-L(MVR)50A. The email should advise the R.O. that the vehicle is in custody, and request a response as to whether the R.O. wants to claim the vehicle, either in person or by power of attorney, or execute a waiver of interest in the vehicle. Form CS-L(MVC) 251 (1/2018), titled Waiver of Rights under SCRA, (Exhibits C:1-2) should be included in the email
- 5. If it is established the R.O. has given away or sold the vehicle and claims no interest in the vehicle, but (1) has no documentary proof of sale or transfer, or (2) failed to file a Notice of Transfer of the title (Exhibit G) with MVR:
 - a. The Inspector II shall forward a copy of the informational letter and form CS-L(MVC)251 (4/2017), (Exhibit E 2-4), Waiver of Rights Under SCRA, via e-mail or mail or may refer the R.O. to the on-line form section on the City's website: http://www.honolulu.gov/rep/site/csd/onlineforms/csd_servicemembervehiclewaiver.pdf
 - b. Upon receipt of the completed, signed and dated waiver form, the vehicle shall be scheduled for disposal via auction.

E. Monthly Auction List

When generating the current month's auction inventory list, all vehicles identified as possibly being registered to an active-duty servicemember shall be continuously moved to the following month's pending auction list until such time an executed Waiver of Rights under SCRA, a junking affidavit executed by the R.O. or a court order is received.

Further research and attempts shall be conducted until it can be established that the City may lawfully dispose of subject vehicle.

UNCLAIMED VEHICLE REPORT

HOLD - Recovered vehicel has not been released by HPD or COR
UNCLAIMED - The following Towed vehicles have not been claimed by the Registered Owner or representative

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CLAIMED VEHICLE REPORT

								RPT.	MVC
TOW COMPANY STORAGE LOT								NO.	70
TOW COMPANY STORAGE LOT								TIME 10-8	7
								DATE	TOWED
								DISTRICT	
								LICENSE NO	WHEN GEMOI DAW
								STATE	
								YEAR	
DATE SUBMITTED								MAKE	VEHICLE DESCRIPTION
MITTED								TYPE	SCRIPTION
DATE SUBMITTED								COLOR	
TVE								VEHICLE IDENTIFICATION NO.	
								IDENTIFICATION NO. LOCATION TOWED FROM FICATION DATE	
								FICATION	CLASSI-
								DATE	CLASSI- VEHICLE CLAIMED
								TIME	LAIMED

Division of Motor Vehicle, Licensing & Permits
CITY AND COUNTY OF HONOLULU
HONOLULU, HAWAII

U.S. MILITARY NON-RESIDENT CERTIFICATE

spouse who claims the that I am a legal reside which application for discharge or retireme must immediately re-	ne same legal re lent of the State registration is to the from active do register my car ent of penalties. Is I am the titled	esidence of a member of; and pay the appropria	of the U.S. Armed Force and that I am the owner and County of Honol		e State of Hawaii; scribed below for realize that upon icle weight taxes,
License Plate No.		_ Vehicle Identificat	ion No.		
		Year		i Licens	
SERVICEMEMBE	R INFORMA	TION (Required):			
Rank and Name:			'\S. L	lo.	
Service Branch and U	Init:		e of Bu	·	
Military Base			aci arity Numb		
Hawaii/Local mailing	address				
Permanent Out-of-Sta	ate address				
Personal Email:			titary (email: _		
Cell Phone No. ()		one No. ()	
Emergency Contact: _			mergency Phone No.	()	
Servicemember Signature				Date	
Print Nan pouse (IF	PPLICABL	Signature	e (IF APPLICABLE)	Date	
			FICATION is valid for 30 days)		
This is to certify the	of the	above-mentioned servic	e personnel correspond	s to the information provi	ded above.
Date	Printed Name of 0	Commanding/Personnel Office	cer, Rank, Branch of Service	Signature	

NOTICE. The Division of Motor Vehicle, Licensing & Permits ("DMVLP") collects personal information that is relevant and necessary for driver licensing, and vehicle registration, taxation or disposal, in accordance with the Real ID Act of 2005, (P.L. 109-13, Div. B), Servicemembers Civil Relief Act (50 U.S.C. § 3901, et seq.), Chapter 286 of the Hawaii Revised Statutes ("HRS"), and Chapters 19-122 & 19-122.5 of the Hawaii Administrative Rules. Information is maintained by DMVLP pursuant to the Driver's Privacy Protection Act, 18 U.S.C. § 2721-2725, Section 7 of the federal Privacy Act (P.L. 93-579), HRS Chapters 286 and 487J, and the Personal Information Protection Act. Pursuant to Section 7 of the federal Privacy Act and the Acts listed above, this information may be released to government agencies for government purposes.

CS-L(MVR)50 (Rev. 1/2018)

Division of Motor Vehicle, Licensing & Permits
CITY AND COUNTY OF HONOLULU
HONOLULU, HAWAII

U.S. MILITARY HAWAII RESIDENT CERTIFICATE & HAWAII NATIONAL GUARD/RESERVES CERTIFICATE

In accordance with the Servicemembers Civil Relief Act (50 U.S.C. § 3901), I hereby certify that I am a member of the U.S. Armed Forces assigned to a unit in the State of Hawaii. I further certify that I am the owner of the motor vehicle described below for which application for registration is being made in the City and County of Hawaii. I realize that upon discharge or retirement, I am no longer exempt from motor vehicle weight ast immediately re-register my car, and pay appropriate taxes. Failure to re-register my vehicle within 30 day att in the assessment of penalties. To preserve my SCRA rights, I agree to keep my contact information current to be DMV* as a long as I am titled owner of this vehicle.

DESCRIPTION OF VEHICLES	:			
License Plate No.	Vehicle Identificat	ion No.		
Make:			Year:	
SERVICEMEMBER INFORMA	ATION (Re		V	
Rank and Name:	31		.d. No	
Check Box:	waii 1	cional Guard	☐ Reserve	
Service Branch and Unit:		D	ate of Birth:	
Military Base			lumber	
Hawaii/Local mailing address				
Personal Email:		w. (mil) email: _		
Cell Phone No.		uty Frione No. ()	
Emergency Contact:		mergency Phone No.	<u>()</u>	
Servi ignature		Date	9	
		FICATION n is valid for 30 days)		
This is to certify the	above mentioned service	ce personnel correspond	s to the information p	ovided above.
Date Printed Name of	Commanding/Personnel Of	ficer, Rank, Branch of Service	e Signat	ure

NOTICE: The Division of Motor Vehicle, Licensing & Permits ("DMVLP") collects personal information that is relevant and necessary for driver licensing, and vehicle registration, taxation or disposal, in accordance with the Real ID Act of 2005, (P.L. 109-13, Div. B), Servicemembers Civil Relief Act (50 U.S.C. § 3901, et seq.), Chapter 286 of the Hawaii Revised Statutes ("HRS"), and Chapters 19-122 & 19-122.5 of the Hawaii Administrative Rules. Information is maintained by DMVLP pursuant to the Driver's Privacy Protection Act, 18 U.S.C. § 2721-2725, Section 7 of the federal Privacy Act (P.L. 93-579), HRS Chapters 286 and 487J, and the Personal Information Protection Act. Pursuant to Section 7 of the federal Privacy Act, this information may be released to government agencies for government purposes.

CITY AND COUNTY OF HONOLULU

DIVISION OF MOTOR VEHICLE, LICENSING AND PERMITS MOTOR VEHICLE CONTROL SECTION
P.O. BOX 30350
HONOLULU, HAWAII 96120-0350
INTERNET: WWW.honolulu.gov

KIRK CALDWELL MAYOR SHERI T. KAJIWARA DIRECTOR

(DATE)

NOTIFICATION OF UNCLAIMED VEHICLE IN CUSTODY

TO:	RECIPIENT ADDRESS LINE 1 ADDRESS LINE 2		COPY SENT TO LEGAL OWNER
	REPORT: #20		
		Section 15-13.10 of the Revised Ordinances of that the following described vehicle was take	
TOW D	OATE: DATE & TIMI	E VI	OLATION:
DESCR	LIPTION OF VEHICL	<u>E:</u>	
	LICENSE PLATE N SERIAL NO. (VIN) MAKE: XXXX TYPE: XXXX REMOVED FROM:		
NAME	E	For information on location and tow charges, _ADDRESS	, please call: PHONE:
public a applicab) days after the mailin action. You are entitle	rs: In the event this vehicle remains unclaime g of this notice, the Director of Customer Ser ed to reclaim the vehicle at any time prior to s . You will be required to present ownership to	vice is authorized to dispose of it at such auction upon payment of all

Servicemembers: In the event this vehicle remains unclaimed for a continuous period of 60 (sixty) days after the mailing of this notice, the Director of Customer Service may begin court proceedings against you to dispose of it at public auction. You are entitled to reclaim the vehicle at any time prior to such auction upon payment of all applicable costs and expenses. If you are unable to personally reclaim the vehicle, you can complete a power of attorney and designate a representative to claim the vehicle on your behalf. If you do not intend to reclaim the vehicle, you can complete an SCRA waiver of rights form, which can be found at http://www.honolulu.gov/rep/site/csd/onlineforms/csd_servicemembervehiclewaiver.pdf, and the vehicle will be disposed of by the City and County of Honolulu at no cost to you.

If you have any questions, please contact the Motor Vehicle Control Section at 733-2530.

Sincerely,

Steven Wong Supervising Motor Vehicle Control Inspector

DEPARTMENT OF CUSTOMER SERVICES CITY AND COUNTY OF HONOLULU

MISSION MEMORIAL BUILDING 550 SOUTH KING STREET, HONOLULU, HAWAII 96813 TELEPHONE. (808) 768-3392 FAX. (808) 768-3750 http://www.honolulu.gov

KIRK CALDWELL MAYOR



SHERIT, KAJIWARA DIRECTOR

RANDY M. LEONG DEPUTY DIRECTOR

Dear United States Military Servicemember:

The City and County of Honolulu has identified your motor vehicle as being abandoned on a public street or constituted a traffic violation, and is currently in the custody of our towing contractor. If you wish to claim your vehicle, please contact the Department of Customer Services at (808) 768-2530 or email at mvc@honolulu.gov.

If you do not want the vehicle, the following are enclosed for completion.

- Notice Affecting Military Servicemembers
- Waiver of Rights Under Servicemember Civil Relief Act (SCRA)

On Page 1, please read and check the box to indicate your understanding of the notice.

On Page 2, please read, fill-in the information, and sign the bottom of the page to waive your SCRA rights to the vehicle.

Please mail the original to Motor Vehicle Control Section, P.O. Box 30350, Honolulu, Hawaii 96820 or email to mvc@honolulu.gov.

Please return the completed forms within 20 days of this letter. Should you have any questions, call Motor Vehicle Control at (808) 768-2530.

Sincerely.

Randy M. Leong Deputy Director

Department of Customer Services

Randy M. Leon

IMPORTANT NOTICE AFFECTING MILITARY SERVICEMEMBERS

WAIVER OF RIGHTS AND PROTECTIONS AFFORDED UNDER THE SERVICEMEMBERS CIVIL RELIEF ACT

The City and County of Honolulu ("City") has in its custody the following described motor vehicle, which is registered in your name:

Make:	Model:
Year:	VIN:

The motor vehicle was towed because it was either abandoned on the City's public street or constituted a traffic code violation, and you or your authorized representative did not claim the vehicle in response to notice to you by certified mail and notice by publication.

If you wish to claim your vehicle, please contact the Department of Customer Services at (808) 768-2530 or mvc@honolulu.gov.

If you do not want the vehicle, the City is requesting that you execute the attached waiver so that the City may dispose of the vehicle. It is a waiver of rights and protections that may be applicable to you and your dependents pursuant to the Servicemembers Civil Relief Act, 50 U.S.C. §3901, et seq. (the "SCRA"). The SCRA provides military personnel and their dependents with a wide range of legal and financial protections. Among other benefits and protections, the SCRA restricts the foreclosure or enforcement of a lien on the property or effects of a servicemember during any period of military service and 90 days thereafter without court-ordered permission.

If you choose to sign the waiver, the City will have the option to auction or scrap the vehicle.

Before waiving these important statutory rights, you should consult an attorney regarding how best to exercise your rights or whether it is in your interest to waive these rights under the conditions offered by the City. For more information, you may consider:

- CONSULTING AN ATTORNEY: To fully understand your rights under the law, and before waiving your rights, you should consult an attorney.
- JAG/LEGAL ASSISTANCE: Servicemembers and their dependents with questions about the SCRA may contact their unit's Judge Advocate, or their installation's Legal Assistance Officer. A military legal assistance office locator for all branches of the Armed Forces is available at http://legalassistance.law.af.mil/contentilocator.php
- MILITARY ONESOURCE: "Military OneSource" is the U.S. Department of Defense's information resource. Go to www.militaryonesource.com.

1	have	read	and	understood	this	IMPORTANT	NOTICE	AFFECTING	MILITARY
S	ERVIC	EME	MBEI	RS.					

PLEASE RETURN A COPY OF THIS NOTICE WITH THE WAIVER OF RIGHTS TO: Department of Customer Services, City and County of Honolulu, Division of Motor Vehicle, Licensing and Permits, Motor Vehicle Control Section, P.O. Box 30350, Honolulu Hawaii 96820, or to mvc@honolulu.gov.

WAIVER OF RIGHTS UNDER SERVICEMEMBERS CIVIL RELIEF ACT

Please read the attached IMPORTANT NOTICE AFFECTING MILITARY SERVICEMEMBERS before executing this waiver

I,	, am/was a servicemember with
(name)	
the(branch/u	unit of military)
- we see any entities to dear building not limited to 1900	to me under the Servicemembers Civil Relief Act al rights relating to the foreclosure or enforcement ember during any period of military service and 90 i.
I am the registered owner of the following des	cribed motor vehicle:
Make:	Model:
Year:	VIN:
I am not the owner of the motor vehicle descri	ibed above.
 I am waiving the SCRA protections relar protections against the sale or disposal of any proceeds from the sale towards any fee 	ted to the property listed above, including any the motor vehicle, and agree to the application of es and expenses related to the sale.
receives ownership and/or possession of the By signing this waiver, I am voluntarily surre motor vehicle, and its disposition, whether I	eding or transaction through which someone else ne motor vehicle, or any part thereof, or its disposal. endering ownership, title, interest and rights to the by public sale, destruction or otherwise.
 This waiver does not affect any loan or departy, or any citation issued by any law associated with said citation. 	ebt that I may owe on the motor vehicle to a third enforcement agency, or any fees, costs or fines
waive the recovery of any fees and costs my motor vehicle against me.	with respect to this property, the City agrees to relating to the towing, storage, sale or disposal of
 This waiver is made voluntarily, without coers of this waiver of rights, and acknowledge I this waiver of rights and the protections afform 	cion, duress or compulsion. I understand the terms was advised to consult with an attorney regarding orded by the SCRA.
Dated:, 20	Ву:
30	(print name)

City and County of Honolulu Department of Customer Services Division of Motor Vehicles and Licensing

STATEMENT OF FACTS RELATING TO JUNKING OF VEHICLE

(Submit original and 1 copy)

i, the undersig	ned owner of the motor vehicle descr	ribed as:	
LICENSE NO.:	V.I.N.;		
MAKE:	BODY TYPE:	YEAR MODEL:	COLOR;
registered in the City and street address:	d County of Honolulu; hereby certify t	hat said vehicle has been JUNKED and is	s presently located at the following
	(ADDRESS, YARD, GAI	RAGE, NUMBERED PARKING STALL, ETC.)	
of parts or scrap only. REGISTERED.	incapable of safe operation for use I UNDERSTAND THAT BY JUNKIN	e on the public highway and/or has no IG THIS VEHICLE, THE VEHICLE SHAL	L NEVER AGAIN BE TITLED OF
concellation (The Corti	ificate of Title must be endorsed b	FITLE which has been properly endors by all registered owner(s) and lienhold ot surrendered, the owner is responsit	ler, il applicable, and odomete:
	×		
PRINTED NAME OF	REGISTERED OWNER	SIGNATURE OF REGISTERED OWNER OR, IF COM	PANY, AUTHORIZED PERSON
(if the vehicle is being REQUEST REMOVAL O	surrendered to the City and you F A JUNKED VEHICLE below)	are requesting removal by the City,	please read and complete the
			55
	REQUEST REMOVA	AL OF A JUNKED VEHICLE	
The undersigned The Undersigned TO JUNKING OF VEHION Deen junked.	d owner of the above described vehicl CLE section above, hereby requests	e located at the address noted in the STA s that the City and County of Honolulu	TEMENT OF FACTS RELATING remove said vehicle which has
•	t the following conditions must exist b	pefore the City will remove my vehicle:	
1. There will b	e no debris or rubbish in the vehicle;		
2. The vehicle	must be easily accessible for the to-	w truck to remove;	
3. The vehicle	must have at least two inflated tires	;, either front or rear, depending on which e	and is accessible to the tow truck;
	is parked on property owned by the	applicant or legally parked on a public str	eet or property.
i understand that	if the vehicle is parked illegally on a pen permission by the owner, the City	public street or property, or if parked on privipulation will not remove said vehicle.	vate property NOT owned by the
I agree to place th	ie NOTICE form, CS-L(MVC) 50, in m	y vehicle so that it will be visible from outsi	de to inform any agency that the
Lastly, I understa	and that a Motor Vehicle Control ins	pector will inspect the vehicle to insure mber written on the vehicle to identify it for required, I will call the Motor Vehicle Cont	r removal by the derenct vehicle
PRINT	ED NAME OF OWNER	OWNER'S SIG	NATURE
	NESC OF OWNER	HOME TELEPHON	E NUMBER
ADL	DRESS OF OWNER		

BUSINESS TELEPHONE NUMBER

NOTICE OF TRANSFER

Notification must be made on this official form within TEN DAYS from the date of transfer or sale. Penalty for failure to comply is a fine up to \$100.00. Deliver properly endorsed Certificate of Title and validated Certificate of Registration to new buyer or owner.

DESCRIPTION OF MOTOR VEHIC	LE LICENSE PLATE NUMBER	
MAKE		DATE OF
YOU are hereby notified that I (we), the transferred my (our) interest in said mo	undersigned owner(s) of the motor otor vehicle to a new owner.	vehicle described above, sold or
TYPE OR PRINT NAME OF NEW OWNER		
TYPE OR PRINT ADDRESS OF NEW OWNER	(STREET, CITT,	STATE, ZIP CODE)
TYPE OR PRINT NAME OF SELLER(S)		
	SIGNATURE OF TRANSFEROR(S) OR SELLER(S)	
TYPE OR PRINT ADDRESS OF TRANSFEROR(S) OR SELLER(S)	(STREE	ET)
	(CITY, STATE, Z	IP CODE)
1	IVISION OF MOTOR VEHICLE, ICENSING AND PERMITS	*83A 227B
CS-L(MVR) 53 (REV. 9/99) P.	O. BOX 30330, HONOLULU, HAWAII 96	1020-9330

IMPORTANT NOTICE

You are required by law (Section 286-52, Hawaii Revised Statutes) to immediately notify the Division of Motor Vehicle, Licensing and Permits when you sell or otherwise dispose of a vehicle. This form is provided for use in reporting the sale or transfer to the Division and does not constitute application for transfer of ownership.

YOUR LIABILITY FOR THE VEHICLE WILL NOT BE RELEASED IF YOU SUBMIT ILLEGIBLE OR INCOMPLETE INFORMATION.

TO REMOVE YOUR NAME FROM THE DIVISION'S RECORD, THE NEW BUYER MUST APPLY FOR TRANSFER USING THE ENDORSED CERTIFICATE OF TITLE AND VALIDATED CERTIFICATE OF REGISTRATION RECEIVED FROM YOU.

When the information contained on this form is recorded by the Division of Motor Vehicle, Licensing and Permits (see WARNING below), liability for parking and/or traffic violations and civil litigation resulting from operation after the date of sale becomes the responsibility of the subsequent purchaser(s).

INSTRUCTIONS FOR COMPLETING THIS FORM

WARNING: ANY INCOMPLETE, INACCURATE OR ILLEGIBLE INFORMATION WILL PREVENT THE RECORDING OF THE INFORMATION CONTAINED IN THE NOTICE AND RESULT IN NONCOMPLIANCE WITH THE LAW.

- 1. This form is for registered owner transfers only. Do not submit for lienholder (legal owner) transfers.
- 2. Enter your license plate number in the space at the upper right area of the form.
- 3. Enter MAKE of vehicle (Chevrolet, Ford, etc.) and TYPE of vehicle (2DSD, 4DSD, etc.)
- 4. Enter vehicle identification number.
- 5. Enter date (month, day, year) you sold or transferred the described vehicle.
- 6. TYPE or PRINT new owner's name and complete address on the appropriate line.
- 7. TYPE or PRINT your name(s) as seller(s) on the appropriate line.
- 8. SIGN your name immediately below the printed name of seller(s) line.
- 9. Enter your complete address below your signature.

DEPARTMENT OF CUSTOMER SERVICES City & County of Honolulu Division of Motor Vehicles, Licensing, and Permits Motor Vehicle Control Section

TO: MOTOR VEHICLE CONTROL SECTION STAFF

SUBJECT: SUPPLEMENTAL OFFICE PROCEDURES FOR PROCESSING <u>ABANDONED</u>

<u>VEHICLE</u> COMPLAINT(S) INVOLVING VEHICLES REGISTERED TO ACTIVEDUTY SERVICEMEMBERS

In an effort to comply with the Servicemembers Civil Relief Act (SCRA), effective immediately, Senior Clerk Typists will utilize the following procedures when a vehicle, reportedly towed by the tow contractor because of complaints of alleged abandonment, is registered to an active duty servicemember.

A. Processing of Abandoned Vehicles Complaints.

- 1. All complaints shall be received and logged into the MVC AV database in accordance with standard operating procedures: phone, letter, internet, DART, RISR or other.
- Upon receipt of information identifying the vehicle's license number and/or VIN, research the
 vehicle's registration record to determine if the vehicle has an Exempt 9 or N code, or the
 R.O.'s address is a military base address. If research indicates the R.O. may be an active-duty
 servicemember.
 - a. Indicate that the R.O. may be an active-duty servicemember in the comment section of the MVC-AV database.
 - b. Indicate and highlight the R.O.'s possible active-duty status on the inspector's worksheet.
- 3. If an investigation concludes with the subject vehicle being towed as abandoned and remains unclaimed more than 24 hours from the time of tow, the tow contractor will report subject vehicle to MVC on the Unclaimed Vehicle Report form (Exhibit A).
- 4. If a vehicle was previously reported as unclaimed and is subsequently claimed, the tow contractor should identify the vehicle on a Claimed Vehicle Report form (Exhibit B) and submit the report to MVC within 24 hours of the vehicle being claimed.

B. Processing unclaimed towed vehicles reported by the tow contractor.

1. Upon receipt of the Unclaimed Vehicle Report, the MVC Senior Clerk Typists shall update the vehicle(s)' database record.

- 2. The Inspector II will contact MVR and request additional R.O. information from the following forms, whichever applicable:
 - a. CS-L(MVR) 50 (Rev. 1/20/18), titled <u>U.S. Military Non-Resident Certificate</u> (Exhibit C), or
 - b. CS-L(MVR) 50A (Rev. 7/2017), titled <u>U.S. Military Resident Certificate & Hawaii National Guard / Reserves Certificate</u> (Exhibit D).
- 3. The acquired information will be used to contact the R.O. or to confirm their present military status via the SCRA locator portal.

C. Generating the Unclaimed Vehicle in Custody letter.

- 1. When generating the Unclaimed Vehicle in Custody letter, ensure the correct letter format is utilized.
- 2. In an envelope, enclose a copy of the Notification of Unclaimed Vehicle in Custody letter, informational letter, along with form CS-L(MVC) 251 (1/2018), titled <u>Waiver of Rights Under SCRA</u>, (Exhibits E: 1 4), to be sent certified mail.
- 3. Upon returned receipt of the completed, signed and dated form, the vehicle shall be scheduled for auction.

D. Contacting Servicemember R.O.s Regarding Vehicles in Custody

- 1. The Inspector I shall make attempts to contact the R.O. utilizing the available information supplied by the Inspector II from MVR. If contact is made, the R.O. will be apprised of the situation and notified to claim their vehicle.
- 2. If contact is established and the R.O. has no interest in the vehicle and requires assistance to dispose of the vehicle and is on the island:
 - a. Confirm the R.O.'s active-duty military status, and if confirmed, direct the R.O. to the weblink to complete form CS-L(MVC)251 (1/2018), titled <u>Waiver of Rights Under SCRA</u>, (Exhibits E: 1 4) and to return the completed form to MVR; or
 - b. If the R.O. prefers to junk the vehicle, obtain the R.O.'s current contact information and instruct the R.O. to take the title, registration and license plates to the nearest Satellite City Hall to complete the necessary documents to junk and the City will dispose of the vehicle at no charge.

- c. Upon MVC's receipt of the junking affidavit, a copy of the vehicle information records and affidavit shall be forwarded to the Inspector I to process as a derelict and to arrange for disposal.
- 3. If contact is established and the R.O. has no interest in the vehicle and requires assistance to dispose of the vehicle but is <u>not on the island</u>:
 - a. Confirm the R.O.'s active-duty military status, and if confirmed, direct the R.O. to the weblink to complete form CS-L(MVC)251 (1/2018), titled <u>Waiver of Rights Under SCRA</u>, (Exhibits E: 1 4) and to return the completed form to MVR; or
 - b. If the R.O. prefers to junk the vehicle, obtain the R.O.'s current contact information and email or mail a copy of form CS-L(MVR) 202 (Rev. 5/99), titled <u>Statement of Fact Relating to Junking of Vehicle</u> (Exhibit F) to the R.O. The R.O. may also be referred to the on-line form section on the City's website to complete http://www.honolulu.gov/rep/site/csd/onlineforms/cslmvr202.pdf and return to MVC.
 - c. Upon receipt of the completed form, along with the signed / dated title and registration, the Inspector II will assist the R.O. by completing the junking transaction at MVR, then a copy of the vehicle information records and affidavit shall be forwarded to the Inspector I to process as a derelict and to arrange for disposal.
- 4. If contact is not established with the R.O., the Inspector II, after being informed, will arrange to send an email to the R.O. using the email address(es) from the CS-L(MVR)50 or CS-L(MVR)50A. The email should advise the R.O. that the vehicle is in custody, and request a response as to whether the R.O. wants to claim the vehicle, either in person or by power of attorney, or execute a waiver of interest in the vehicle. Form CS-L(MVC) 251 (1/2018), titled Waiver of Rights under SCRA, (Exhibits C:1-2) should be included in the email.
- 5. If it is established the R.O. has given away or sold the vehicle and claims no interest in the vehicle, but (1) has no documentary proof of sale or transfer, or, (2) failed to file a Notice of Transfer of Title (Exhibit G) with MVR:
 - a. The Inspector II shall forward a copy of the informational letter and form CS-L(MVC)251 (4/2017), (Exhibit E 2-4), Waiver of Rights Under SCRA, via e-mail or mail or may refer the R.O. to the on-line form section on the City's website: http://www.honolulu.gov/rep/site/csd/onlineforms/csd_servicemembervehiclewaiver.pdf
 - b. Upon receipt of the completed, signed and dated waiver form, the vehicle shall be scheduled for disposal via auction.

D. Monthly Auction List

When generating the current month's auction inventory list, all vehicles identified as possibly being registered to an active-duty servicemember shall be continuously moved to the following SCRA Supplemental Procedures for Processing Abandoned Vehicles Complaints (cont.)

month's pending auction list until such time an executed Waiver of Rights under SCRA, a junking affidavit executed by the R.O. or a court order is received.

Further research and attempts shall be conducted until it can be established that the City may lawfully dispose of subject vehicle.

UNCLAIMED VEHICLE REPORT

HOLD - Recovered vehicel has not been released by HPD or COR
UNCLAIMED - The following Towed vehicles have not been claimed by the Registered Owner or representative

01S A01																	RPT.	충
TOW COMPANY STORAGE LOT	-	-			H	-	<u> </u> 	-	Ĺ			_	_	_	-	-	NO. TIME	-
	-				H	-						_	_				E DATE	8
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																	T LICENSE NO	
																	STATE	
00			_			_			_		-		_	_			YEAR	VEI
DATE SUBMITTED CONTRACTOR REPRESENTAL	_								L	L							MAKE TYPE C	HICLE DES
ITTED OR REPRES	_										+						TYPE COLOR	CRIPTION
SENTAT		L							L				4					
																1	VEHICLE IDENTIFICATION NO.	
													i				LOCATION TOWED FROM	
																	CIT. NO. FICATIO AGENCY	HPD RPT. OR
																	FICATIO	CI ASSI-
																	AGENCY	

CLAIMED VEHICLE REPORT

									R 무 기.	MVC
TOW COMPANY STORAGE LOT									NO.	C
TOW COMPANY STORAGE LOT									TIME 10-8	1
							:		DATE	TOWED
									DISTRICT	
									LICENSE NO	MVC JOWED VEHICL
									STATE	
									YEAR	
DATE SUBMITTED									MAKE	VEHICLE DESCRIPTION
MITTED									34AL	SCRIPTION
DATE SUBMITTED									COLOR	
N/F									VEHICLE IDENTIFICATION NO.	
'									LOCATION TOWED FROM FICATION	
									FICATION	CLASSI-
									DATE	VEHICLE CLAIMED
								1	TIME	LAIMED

DEPARTMENT OF CUSTOMER SERVICES Division of Motor Vehicle, Licensing & Permits CITY AND COUNTY OF HONOLULU HONOLULU, HAWAII

U.S. MILITARY NON-RESIDENT CERTIFICATE

spouse who claims the that I am a legal reside which application for discharge or retirement immediately result in the assessment.	te same legal residence lent of the State of registration is being r nt from active duty, or register my car, and p	vil Relief Act (50 U.S.C. § te of a member of the U.S. and that I am ade in the City and Courchange of duty station, I are the appropriate taxes. eserve my SCRA rights, I a of this vehicle.	Armed Forces on a name of the many of Honolulu, Stann no longer exemptions for the resilure to re-resilure to re-re-	active duty in the Stat motor vehicle describ ate of Hawaii. I realiz from motor vehicle w sy vehicle within	te of Hawaii; ed below for te that upon veight taxes, 30 days will
DESCRIPTION O	F VEHICLE:				
License Plate No.	v	ehicle Identification No.			
Make:	Model:	Year S	that Issued Licens		_
SERVICEMEMBE	R INFORMATION	(Required):			
Rank and Name:		III.	S. D. lo.		
Service Branch and U	nit:		e of Bi.		_
Military Base		ng!	arity Nums		_
Hawaii/Local mailing a	address				_
Permanent Out-of-Sta	ite address				_
Personal Email:		titary t	email:		_
Cell Phone No. (L ion	e No. ()		_
Emergency Contact: _		mergence	y Phone No. ()	_
Servicemember Signature			Dat	e	_
Print Nan pouse (IF A	RPLICABL	Signature (IF APPLIC	ABLE)	Date	,
		CERTIFICATION (This certification is valid for 3			
This is to certify the	of the above-	mentioned service personne	corresponds to the	information provided a	above.
Date	Printed Name of Comman	nding/Personnel Officer, Rank, Bra	anch of Service	Signature	_

NOTICE: The Division of Motor Vehicle, Licensing & Permits ("DMVLP") collects personal information that is relevant and necessary for driver licensing, and vehicle registration, taxation or disposal, in accordance with the Real ID Act of 2005, (P.L. 109-13, Div. B), Servicemembers Civil Relief Act (50 U.S.C. § 3901, et seq.), Chapter 286 of the Hawaii Revised Statutes ("HRS"), and Chapters 19-122 & 19-122.5 of the Hawaii Administrative Rules. Information is maintained by DMVLP pursuant to the Driver's Privacy Protection Act, 18 U.S.C. § 2721-2725, Section 7 of the federal Privacy Act (P.L. 93-579), HRS Chapters 286 and 487J, and the Personal Information Protection Act. Pursuant to Section 7 of the federal Privacy Act and the Acts listed above, this information may be released to government agencies for government purposes.

CS-L(MVR)50 (Rev. 1/2018)

Division of Motor Vehicle, Licensing & Permits
CITY AND COUNTY OF HONOLULU
HONOLULU, HAWAII

U.S. MILITARY HAWAII RESIDENT CERTIFICATE & HAWAII NATIONAL GUARD/RESERVES CERTIFICATE

In accordance with the Servicemembers Civil Relief Act (50 U.S.C. § 3901), I hereby certify that I am a member of the U.S. Armed Forces assigned to a unit in the State of Hawaii. I further certify that I am the owner of the motor vehicle described below for which application for registration is being made in the City and County of Hawaii. I realize that upon discharge or retirement, I am no longer exempt from motor vehicle weight dest immediately re-register my car, and pay appropriate taxes. Failure to re-register my vehicle within 30 day and in the assessment of penalties. To preserve my SCRA rights, I agree to keep my contact information current to be DMV/For as long as I am titled owner of this vehicle.

DESCRIPTION OF VEHICLE:			
License Plate No.	Vehicle Identification No.		
Make:	Model:	Year:	
SERVICEMEMBER INFORMAT	TION (Re		
Rank and Name:		d. No	
Check Box:	oi),	onal Guard	
Service Branch and Unit:		Date of Birth:	
Military Base	— j — j	Security Number	
Hawaii/Local mailing address			
Personal Email:	(mil)	email:	
Cell Phone No. (uty Frione N	No. <u>(</u>	
Emergency Contact:	mergency P	Phone No. ()	
Servi ignature		Date	
	CERTIFICATION (This certification is valid for 30	days)	
This is to certify the ab	pove mentioned service personnel co	corresponds to the information provided above.	
Date Printed Name of Co	ommanding/Personnel Officer, Rank, Branc	ch of Service Signature	

NOTICE: The Division of Motor Vehicle, Licensing & Permits ("DMVLP") collects personal information that is relevant and necessary for driver licensing, and vehicle registration, taxation or disposal, in accordance with the Real ID Act of 2005, (P.L. 109-13, Div. B), Servicemembers Civil Relief Act (50 U.S.C. § 3901, et seq.), Chapter 286 of the Hawaii Revised Statutes ("HRS"), and Chapters 19-122 & 19-122.5 of the Hawaii Administrative Rules. Information is maintained by DMVLP pursuant to the Driver's Privacy Protection Act, 18 U.S.C. § 2721-2725, Section 7 of the federal Privacy Act (P.L. 93-579), HRS Chapters 288 and 487J, and the Personal Information Protection Act. Pursuant to Section 7 of the federal Privacy Act, this information may be released to government agencies for government purposes.

CITY AND COUNTY OF HONOLULU

DIVISION OF MOTOR VEHICLE, LICENSING AND PERMITS MOTOR VEHICLE CONTROL SECTION
P.O. BOX 30350
HONOLULU, HAWAII 96120-0350
INTERNET: WWW.honolulu.gov

KIRK CALDWELL MAYOR SHERI T. KAJIWARA DIRECTOR

(DATE)

NOTIFICATION OF ABANDONED VEHICLE IN CUSTODY

TO:	RECIPIENT ADDRESS LINE 1 ADDRESS LINE 2		COPY SENT TO LEGAL OWNER
	REPORT: #20		
		Section 290-1, Hawaii Revised Statu ollowing described vehicle was taken	ntes, as the registered and/or legal owner you into custody by the Department of
TOW	DATE: DATE & TIM	Е	
DESCI	RIPTION OF VEHIC	LE:	
	LICENSE PLATE I SERIAL NO. (VIN MAKE: XXXX TYPE: XXXX REMOVED FROM		VIOLATION: ABANDONED
	NAME	For information on location and tov	v charges, please call: PHONE:
auction	ter the mailing of this . You are entitled to r nd expenses. You will	notice, the Director of Customer Ser eclaim the vehicle at any time prior t	s unclaimed for a continuous period of 10 (ten) rvice is authorized to dispose of it at the public o such auction upon payment of all applicable the above towing contractor when claiming the
dispose paymer comple intend t http://w	e mailing of this notice of it at public auction of all applicable coste a power of attorney or reclaim the vehicle, www.honolulu.gov/repd of by the City and C	e, the Director of Customer Service in You are entitled to reclaim the vehicts and expenses. If you are unable to and designate a representative to clayou can complete an SCRA waiver site/csd/onlineforms/csd_serviceme County of Honolulu at no cost to you.	
	If you have any que	stions, please contact the Motor Veh	icle Control Section at 733-2530.
			Sincerely,
			Steven Wong Supervising Motor Vehicle Control Inspector

DEPARTMENT OF CUSTOMER SERVICES CITY AND COUNTY OF HONOLULU

MISSION MEMORIAL BUILDING 550 SOUTH KING STREET, HONOLULU, HAWAII 96813 TELEPHONE: (808) 768-3392 FAX: (808) 768-3750 http://www.honolulu.gov

KIRK CALDWELL MAYOR



SHERI T. KAJIWARA DIRECTOR

RANDY M. LEONG DEPUTY DIRECTOR

Dear United States Military Servicemember:

The City and County of Honolulu has identified your motor vehicle as being abandoned on a public street or constituted a traffic violation, and is currently in the custody of our towing contractor. If you wish to claim your vehicle, please contact the Department of Customer Services at (808) 768-2530 or email at mvc@honolulu.gov.

If you do not want the vehicle, the following are enclosed for completion.

- Notice Affecting Military Servicemembers
- Waiver of Rights Under Servicemember Civil Relief Act (SCRA)

On Page 1, please read and check the box to indicate your understanding of the notice.

On Page 2, please read, fill-in the information, and sign the bottom of the page to waive your SCRA rights to the vehicle.

Please mail the original to Motor Vehicle Control Section, P.O. Box 30350, Honolulu, Hawaii 96820 or email to mvc@honolulu.gov.

Please return the completed forms within 20 days of this letter. Should you have any questions, call Motor Vehicle Control at (808) 768-2530.

Sincerely,

Randy M. Leong Deputy Director

Department of Customer Services

Grandy M. Leon

IMPORTANT NOTICE AFFECTING MILITARY SERVICEMEMBERS

WAIVER OF RIGHTS AND PROTECTIONS AFFORDED UNDER THE SERVICEMEMBERS CIVIL RELIEF ACT

The City and County of Honolulu ("City") has in its custody the following described motor vehicle, which is registered in your name:

Make:	Model:
Year:	VIN:

The motor vehicle was towed because it was either abandoned on the City's public street or constituted a traffic code violation, and you or your authorized representative did not claim the vehicle in response to notice to you by certified mail and notice by publication.

If you wish to claim your vehicle, please contact the Department of Customer Services at (808) 768-2530 or mvc@honolulu.gov.

If you do not want the vehicle, the City is requesting that you execute the attached waiver so that the City may dispose of the vehicle. It is a waiver of rights and protections that may be applicable to you and your dependents pursuant to the Servicemembers Civil Relief Act, 50 U.S.C. §3901, et seq. (the "SCRA"). The SCRA provides military personnel and their dependents with a wide range of legal and financial protections. Among other benefits and protections, the SCRA restricts the foreclosure or enforcement of a lien on the property or effects of a servicemember during any period of military service and 90 days thereafter without court-ordered permission.

If you choose to sign the waiver, the City will have the option to auction or scrap the vehicle.

Before waiving these important statutory rights, you should consult an attorney regarding how best to exercise your rights or whether it is in your interest to waive these rights under the conditions offered by the City. For more information, you may consider:

- CONSULTING AN ATTORNEY: To fully understand your rights under the law, and before waiving your rights, you should consult an attorney.
- JAG/LEGAL ASSISTANCE: Servicemembers and their dependents with questions about the SCRA may contact their unit's Judge Advocate, or their installation's Legal Assistance Officer. A military legal assistance office locator for all branches of the Armed Forces is available at http://legalassistance.law.af.mil/contentilocator.php
- MILITARY ONESOURCE: "Military OneSource" is the U.S. Department of Defense's information resource. Go to www.militaryonesource.com.

] [have	read	and	understood	this	IMPORTANT	NOTICE	AFFECTING	MILITARY
S	ERVIC	CEME	MBE	RS.					

PLEASE RETURN A COPY OF THIS NOTICE WITH THE WAIVER OF RIGHTS TO: Department of Customer Services, City and County of Honolulu, Division of Motor Vehicle, Licensing and Permits, Motor Vehicle Control Section, P.O. Box 30350, Honolulu Hawaii 96820, or to mvc@honolulu.gov.

WAIVER OF RIGHTS UNDER SERVICEMEMBERS CIVIL RELIEF ACT

Please read the attached IMPORTANT NOTICE AFFECTING MILITARY SERVICEMEMBERS before executing this waiver

l.		, am/was a servicemember with
	(name)	
the	(branch/	unit of military)
("SCRA"). This include of a lien on the property	t I have protections available	to me under the Servicemembers Civil Relief Act all rights relating to the foreclosure or enforcement ember during any period of military service and 90
☐ I am the register	red owner of the following des	scribed motor vehicle:
Make:		Model:
Year:		VIN:
☐ I am not the own	ner of the motor vehicle descr	ibed above.
	er, I acknowledge and agree	
I have read SERVICEMI		d IMPORTANT NOTICE AFFECTING MILITARY
protections a	against the sale or disposal of	tted to the property listed above, including any the motor vehicle, and agree to the application of es and expenses related to the sale.
receives owr By signing th	nership and/or possession of the nis waiver. I am voluntarily sur-	eding or transaction through which someone else ne motor vehicle, or any part thereof, or its disposal. rendering ownership, title, interest and rights to the by public sale, destruction or otherwise.
party, or an	does not affect any loan or d y citation issued by any law vith said citation.	ebt that I may owe on the motor vehicle to a third enforcement agency, or any fees, costs or fines
waive the re my motor ve	covery of any fees and costs hicle against me.	with respect to this property, the City agrees to relating to the towing, storage, sale or disposal of
of this waive	s made voluntarily, without coe r of rights, and acknowledge I f rights and the protections aff	rcion, duress or compulsion. I understand the terms was advised to consult with an attorney regarding orded by the SCRA.
Dated:	, 20	Ву:
		(print name)

City and County of Honolulu Department of Customer Services Division of Motor Vehicles and Licensing

STATEMENT OF FACTS RELATING TO JUNKING OF VEHICLE

(Submit original and 1 copy)

		e described as:	
LICENSE NO.:	V.I.N.: _		
MAKE:	BODY TYPE:	YEAR MODEL: COLOR:	
registered in the City and (street address:	County of Honolulu; hereby	certify that said vehicle has been JUNKED and is presently located at the fo	llowing
	(ADDRESS,	ARD, GARAGE, NUMBERED PARKING STALL, ETC.)	
of parts or scrap only. I REGISTERED.	UNDERSTAND THAT BY	for use on the public highway and/or has no resale value except as a UNKING THIS VEHICLE, THE VEHICLE SHALL NEVER AGAIN BE TITL	ED OF
cancellation (The Certifi	icate of Title must be end	E OF TITLE which has been properly endorsed is herewith surrende orsed by all registered owner(s) and lienholder, if applicable, and od s are not surrendered, the owner is responsible to ensure its destruct	omete
		X SIGNATURE OF REGISTERED OWNER OR, IF COMPANY, AUTHORIZED PERSON	
PRINTED NAME OF R		signature of registered owner or, if company, authorized person and you are requesting removal by the City, please read and complete	
The undersigned	owner of the above describe	MOVAL OF A JUNKED VEHICLE d vehicle located at the address noted in the STATEMENT OF FACTS REL	ATING
been junked.		requests that the City and County of Honolulu remove said vehicle whi	th has
I understand that t	the following conditions mu	t exist before the City will remove my vehicle:	
	e no debris or rubbish in the	·	
	must be easily accessible f		
and	must have at least <i>two infla</i>	ed tires, either front or rear, depending on which end is accessible to the tow	
4. The vehicle i			truck;
4. The vehicle	is parked on property owne	by the applicant or legally parked on a public street or property.	truck;
I understand that it	f the vehicle is parked illega	ly on a public street or property, or if parked on private property NOT owned	
I understand that it applicant and without writte I agree to place the	f the vehicle is parked illega in permission by the owner, e NOTICE form, CS-L(MVC		by the
I understand that it applicant and without writte I agree to place the vehicle has been turned ove Lastly, I understar conditions: the inspector wil	f the vehicle is parked illegal en permission by the owner, a NOTICE form, CS-L(MVC) er to the City for removal. In that a Motor Vehicle Coll initiate a report with the coll	ly on a public street or property, or if parked on private property NOT owned the City will not remove said vehicle.	by the nat the stated
I understand that it applicant and without writte I agree to place the vehicle has been turned ove Lastly, I understar conditions; the inspector will contractor within six weeks;	f the vehicle is parked illegal en permission by the owner, a NOTICE form, CS-L(MVC) er to the City for removal. In that a Motor Vehicle Coll initiate a report with the coll	ly on a public street or property, or if parked on private property <i>NOT</i> owned the City will not remove said vehicle. 50, in my vehicle so that it will be visible from outside to inform any agency the normal triple inspector will inspect the vehicle to insure that it meets the above normal number written on the vehicle to identify it for removal by the derelict vehicle.	by the nat the stated

BUSINESS TELEPHONE NUMBER

NOTICE OF TRANSFER

Notification must be made on this official form within TEN DAYS from the date of transfer or sale. Penalty for failure to comply is a fine up to \$100.00. Deliver properly endorsed Certificate of Title and validated Certificate of Registration to new buyer or owner.

DESCRIPTION OF MOTOR VEH	HICLE	LICENSE PLATE NUMBER		
MAKE	TYPE		DATE OF TRANSFER	(MONTH, DAY, YEAR)
YEHICLE IDENTIFICATION NUMBER You are hereby notified that I (we), transferred my (our) interest in said	the undersigne d motor vehicle	ed owner(s) of the motor to a new owner.	vehicle descri	bed above, sold or
TYPE OR PRINT NAME OF NEW OWNER				
TYPE OR PRINT ADDRESS OF NEW OWNER _		(STREET, CITY, S	STATE, ZIP CODE)	
TYPE OR PRINT NAME OF SELLER(S)				
		RANSFEROR(S) OR SELLER(S)	·	
TYPE OR PRINT ADDRESS OF _ TRANSFEROR(S) OR SELLER(S)		(STREE	T)	
-		(CITY, STATE, ZI	P CODE)	
MAIL COMPLETED NOTICE TO:	LICENSING A	MOTOR VEHICLE, ND PERMITS		
CS-L(MVR) 53 (REV. 9/99)	P.O. BOX 303	30, HONOLULU, HAWAII 96	820-0330	

IMPORTANT NOTICE

You are required by law (Section 286-52, Hawaii Revised Statutes) to immediately notify the Division of Motor Vehicle, Licensing and Permits when you sell or otherwise dispose of a vehicle. This form is provided for use in reporting the sale or transfer to the Division and does not constitute application for transfer of ownership.

YOUR LIABILITY FOR THE VEHICLE WILL NOT BE RELEASED IF YOU SUBMIT ILLEGIBLE OR INCOMPLETE INFORMATION.

TO REMOVE YOUR NAME FROM THE DIVISION'S RECORD, THE NEW BUYER MUST APPLY FOR TRANSFER USING THE ENDORSED CERTIFICATE OF TITLE AND VALIDATED CERTIFICATE OF REGISTRATION RECEIVED FROM YOU.

When the information contained on this form is recorded by the Division of Motor Vehicle, Licensing and Permits (see WARNING below), liability for parking and/or traffic violations and civil litigation resulting from operation after the date of sale becomes the responsibility of the subsequent purchaser(s).

INSTRUCTIONS FOR COMPLETING THIS FORM

WARNING: ANY INCOMPLETE, INACCURATE OR ILLEGIBLE INFORMATION WILL PREVENT THE RECORDING OF THE INFORMATION CONTAINED IN THE NOTICE AND RESULT IN NONCOMPLIANCE WITH THE LAW.

- 1. This form is for registered owner transfers only. Do not submit for lienholder (legal owner) transfers.
- 2. Enter your license plate number in the space at the upper right area of the form.
- 3. Enter MAKE of vehicle (Chevrolet, Ford, etc.) and TYPE of vehicle (2DSD, 4DSD, etc.)
- 4. Enter vehicle identification number.
- 5. Enter date (month, day, year) you sold or transferred the described vehicle.
- 6. TYPE or PRINT new owner's name and complete address on the appropriate line.
- 7. TYPE or PRINT your name(s) as seller(s) on the appropriate line.
- 8. SIGN your name immediately below the printed name of seller(s) line.
- 9. Enter your complete address below your signature.

City & County of Honolulu Division of Motor Vehicles, Licensing, and Permits Motor Vehicle Control Section

TO: MOTOR VEHICLE CONTROL SECTION – AV INSPECTORS

SUBJECT: SUPPLEMENTAL PROCEDURES FOR THE INVESTIGATION OF <u>ABANDONED</u>

<u>VEHICLE</u> COMPLAINT(S) INVOLVING VEHICLES REGISTERED TO ACTIVEDUTY SERVICEMEMBERS

In an effort to comply with the Servicemembers Civil Relief Act (SCRA), effective immediately, the following procedures shall be followed when investigating alleged abandoned vehicle (AV) complaints and the vehicle registration information indicates the R.O. may be an active duty servicemember.

A. Investigation of AV Complaints.

- 1. The MVC Inspector I must:
 - a. Investigate all complaints in accordance with standard operating procedures.
 - b. Request supplemental contact information from MVC Inspector II.
- 2. The MVC Inspector II shall contact MVR via e-mail, and
 - a. Request contact information supplied (i.e., phone number, address, e-mail address, other), the social security number and date of birth on the following forms:
 - (1) CS-L(MVR)50 (Rev. 01/20/18), <u>U.S Military Non-resident Certificate</u> (for registration tax exemption) (Exhibit A), or
 - (2) CS-L(MVR)50A (Rev. 01/20/18), U.S Military Resident Certificate & Hawaii National Guard / Reserves Certificate, whichever is applicable (Exhibit B),
 - b. If either the CS-L(MVR)50 or CS-L(MVR)50A has the social security number and/or date of birth of the R.O.(s), the R.O.'s name, social security number and date of birth will be run through the SCRA locator portal to verify active-duty status at https://scra.dmdc.osd.mil/scra/#/single-record. (Active-duty status includes the 90 days after end of military service.) The R.O.'s active-duty or out-of-service status must be noted in the comment box of the registration record.
 - c. Supply the MVC Inspector I with the contact information, but not the social security number and date of birth.

SCRA Supplemental Procedures for Investigating Abandoned Vehicles Complaints - AV INSPECTORS (cont.)

B. Contacting Servicemember R.O.s Regarding Vehicles in Custody

- 1. The MVC Inspector I shall make attempts to contact the R.O. utilizing the available information from the MVC Inspector II. If contact is made, the MVC Inspector I will apprise the R.O. of the situation and request the R.O. to move the vehicle.
 - If contact is established and the R.O. has no interest in the vehicle and requires assistance to dispose of the vehicle and is on the island:
 - (1) Confirm the R.O.'s active-duty military status, and if confirmed, direct the R.O. to the weblink to complete form CS-L(MVC)251 (1/2018), titled Waiver of Rights Under SCRA, (Exhibits C:1-2) and to return the completed form to MVR; or
 - (2) If the R.O. prefers to junk the vehicle, obtain the R.O.'s current contact information and instruct the R.O. to take the title, registration and license plates to the nearest Satellite City Hall to complete the necessary documents to junk and the City will dispose of the vehicle at no charge.
 - Upon MVC receipt of the junking affidavit, a copy of the vehicle information records and affidavit shall be forwarded to the Inspector I to process as a derelict and to arrange for disposal.
 - b. If contact is established and the R.O. has no interest in the vehicle and requires assistance to dispose of the vehicle, but is <u>not on the island</u>:
 - (1) Confirm the R.O.'s active-duty military status, and if confirmed, direct the R.O. to the weblink to complete form CS-L(MVC) 251 (1/2018), titled Waiver of Rights Under SCRA, (Exhibits C:1-2) and to return the completed form to MVR; or
 - (2) If the R.O. prefers to junk the vehicle, obtain the R.O.'s current contact information and email or mail a copy of form CS-L(MVR) 202 (Rev. 5/99), titled Statement of Fact Relating to Junking of Vehicle (Exhibit D) to the R.O. The R.O. can also be referred to the on-line form, http://www.honolulu.gov/rep/site/csd/onlineforms/cslmvr202.pdf on the City's website to complete and return to MVC.

Upon receipt of the completed form, along with the signed and dated title and registration, the Inspector II will assist the R.O. by completing the junking transaction at MVR, then a copy of the vehicle information records and affidavit shall be forwarded to the Inspector I to process as a derelict and to arrange for disposal.

c. If contact is not established with the R.O., Inspector I will notify Inspector II that contact was not established. The Inspector II, after being informed, will arrange to

SCRA Supplemental Procedures for Investigating Abandoned Vehicles Complaints - AV INSPECTORS (cont.)

send an email to the R.O. using the email address(es) from the CS-L(MVR)50 or CS-L(MVR)50A. The email should advise the R.O. that the vehicle is in custody, and request a response as to whether the R.O. wants to claim the vehicle, either in person or by power of attorney, or execute a waiver of interest in the vehicle. Form CS-L(MVC) 251 (1/2018), titled Waiver of Rights under SCRA, (Exhibits C:1-2) should be included in the email.

- d. If it is established the R.O. has sold the vehicle, claims no interest in the vehicle, but (1) has no documentary proof of sale or transfer, or (2) failed to file a Notice of Transfer of Title with MVR:
 - (1) The MVC Inspector II shall forward a copy of the informational letter CS-L (MVC)251 (011/2018) (Exhibit E) and form CS-L(MVC)251 (04/2017), Waiver of Rights Under SCRA (Exhibit C 1-2), via e-mail or mail. The MVC Inspector II may refer the R.O. to the City's website, http://www.honolulu.gov/rep/site/csd/onlineforms/csd_servicemembervehiclewaiver.pdf to complete the on-line form.
 - (2) Upon receipt of the completed, signed and dated waiver form, the vehicle shall be scheduled for disposal via auction.

C. Document Record.

If the investigation concludes with the vehicle being declared abandoned and the information indicates the R.O. may be an active-duty servicemember, the MVC Inspector I shall:

- 1. Make this notation in the tow request comments box, prior to submitting to tow contractor.
- 2. Submit the complaint report and copy of the tow request to the MVC Inspector II for review and approval.

DEPARTMENT OF CUSTOMER SERVICES Division of Motor Vehicle, Licensing & Permits CITY AND COUNTY OF HONOLULU HONOLULU, HAWAII

U.S. MILITARY NON-RESIDENT CERTIFICATE

spouse who claims the that I am a legal reside which application for discharge or retirement	e same legal resent of the State of the State of registration is bent from active duregister my car, ent of penalties.	ers Civil Relief Act (50 sidence of a member of of; and eing made in the City aty, or change of duty stand pay the appropriat To preserve my SCRA wner of this vehicle.	the U.S. Armed Ford I that I am the owner and County of Honol ation, I am no longer	ces on active duty in the of the motor vehicle dulu, State of Hawaii. I exemption motor vehicle to	ne State of Hawaii; escribed below for realize that upon hicle weight taxes.
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		Vehicle Identificatio		d Licens	
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Rank and Name:			'S. Þ.	No	
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Emergency Contact: _			mergency Phone No). ()	
Servicemember Signature				Date	
Print Nar pouse (IF A	PPLICABL	Signature (IF APPLICABLE)	Date	
		CERTIFIC (This certification is			
This is to certify the	of the at	pove-mentioned service	personnel correspond	s to the information pro-	vided above.
Date	Printed Name of Co	ommanding/Personnel Office	r, Rank, Branch of Service	e Signaturi	e

NOTICE: The Division of Motor Vehicle, Licensing & Permits ("DMVLP") collects personal information that is relevant and necessary for driver licensing, and vehicle registration, taxation or disposal, in accordance with the Real ID Act of 2005, (P.L. 109-13, Div. B), Servicemembers Civil Relief Act (50 U.S.C. § 3901, et seq.), Chapter 286 of the Hawaii Revised Statutes ("HRS"), and Chapters 19-122 & 19-122.5 of the Hawaii Administrative Rules. Information is maintained by DMVLP pursuant to the Driver's Privacy Protection Act, 18 U.S.C. § 2721-2725, Section 7 of the federal Privacy Act (P.L. 93-579), HRS Chapters 286 and 487J, and the Personal Information Protection Act. Pursuant to Section 7 of the federal Privacy Act and the Acts listed above, this information may be released to government agencies for government purposes.

CS-L(MVR)50 (Rev. 1/2018)

Division of Motor Vehicle, Licensing & Permits
CITY AND COUNTY OF HONOLULU
HONOLULU, HAWAII

U.S. MILITARY HAWAII RESIDENT CERTIFICATE & HAWAII NATIONAL GUARD/RESERVES CERTIFICATE

In accordance with the Servicemembers Civil Relief Act (50 U.S.C. § 3901), I hereby certify that I am a member of the U.S. Armed Forces assigned to a unit in the State of Hawaii. I further certify that I am the owner of the motor vehicle described below for which application for registration is being made in the City and County of Hawaii. I realize that upon discharge or retirement, I am no longer exempt from motor vehicle weight dest immediately re-register my car, and pay appropriate taxes. Failure to re-register my vehicle within 30 day at in the assessment of penalties. To preserve my SCRA rights, I agree to keep my contact information current to be DMV/V as a long as I am titled owner of this vehicle.

DESCRIPTION OF VEHICLE:		
License Plate No.	Vehicle Identification No.	
Make:		Year:
SERVICEMEMBER INFORMAT	TION (Re	
Rank and Name:		.d. No
Check Box: Active Duty Hawa	aii dional Gua	
Service Branch and Unit:		Date of Birth:
Military Base	Security	Number
Hawaii/Local mailing address		****
Personal Email:	lv. (mil) email:	
Cell Phone No. (uty ⊳ione No. <u>(</u>)
Emergency Contact:	mergency Phone No.	D. ()
Servi ignature	Da	ate
	CERTIFICATION (This certification is valid for 30 days)	
This is to certify the at	pove mentioned service personnel correspor	nds to the information provided above.
Date Printed Name of Co	mmanding/Personnel Officer, Rank, Branch of Servi	ice Signature

NOTICE: The Division of Motor Vehicle, Licensing & Permits ("DMVLP") collects personal information that is relevant and necessary for driver licensing, and vehicle registration, taxation or disposal, in accordance with the Real ID Act of 2005, (P.L. 109-13, Div. B), Servicemembers Civil Relief Act (50 U.S.C. § 3901, et seq.), Chapter 286 of the Hawaii Revised Statutes ("HRS"), and Chapters 19-122 & 19-122.5 of the Hawaii Administrative Rules. Information is maintained by DMVLP pursuant to the Driver's Privacy Protection Act, 18 U.S.C. § 2721-2725, Section 7 of the federal Privacy Act (P.L. 93-579), HRS Chapters 286 and 487J, and the Personal Information Protection Act. Pursuant to Section 7 of the federal Privacy Act, this information may be released to government agencies for government purposes.

IMPORTANT NOTICE AFFECTING MILITARY SERVICEMEMBERS

WAIVER OF RIGHTS AND PROTECTIONS AFFORDED UNDER THE SERVICEMEMBERS CIVIL RELIEF ACT

The City and County of Honolulu ("City") has in its custody the following described motor vehicle, which is registered in your name:

Make:	Model:
Year:	VIN:

The motor vehicle was towed because it was either abandoned on the City's public street or constituted a traffic code violation, and you or your authorized representative did not claim the vehicle in response to notice to you by certified mail and notice by publication.

If you wish to claim your vehicle, please contact the Department of Customer Services at (808) 768-2530 or mvc@honolulu.gov.

If you do not want the vehicle, the City is requesting that you execute the attached waiver so that the City may dispose of the vehicle. It is a waiver of rights and protections that may be applicable to you and your dependents pursuant to the Servicemembers Civil Relief Act, 50 U.S.C. §3901, et seq. (the "SCRA"). The SCRA provides military personnel and their dependents with a wide range of legal and financial protections. Among other benefits and protections, the SCRA restricts the foreclosure or enforcement of a lien on the property or effects of a servicemember during any period of military service and 90 days thereafter without court-ordered permission.

If you choose to sign the waiver, the City will have the option to auction or scrap the vehicle.

Before waiving these important statutory rights, you should consult an attorney regarding how best to exercise your rights or whether it is in your interest to waive these rights under the conditions offered by the City. For more information, you may consider:

- CONSULTING AN ATTORNEY: To fully understand your rights under the law, and before waiving your rights, you should consult an attorney.
- JAG/LEGAL ASSISTANCE: Servicemembers and their dependents with questions about the SCRA may contact their unit's Judge Advocate, or their installation's Legal Assistance Officer. A military legal assistance office locator for all branches of the Armed Forces is available at http://legalassistance.law.af.mil/contentilocator.php
- MILITARY ONESOURCE: "Military OneSource" is the U.S. Department of Defense's information resource. Go to www.militaryonesource.com.

	have	read	and	understood	this	IMPORTANT	NOTICE	AFFECTING	MILITARY
S	ERVIC	EME	MBE	RS.					

PLEASE RETURN A COPY OF THIS NOTICE WITH THE WAIVER OF RIGHTS TO: Department of Customer Services, City and County of Honolulu, Division of Motor Vehicle, Licensing and Permits, Motor Vehicle Control Section, P.O. Box 30350, Honolulu Hawaii 96820, or to mvc@honolulu.gov.

WAIVER OF RIGHTS UNDER SERVICEMEMBERS CIVIL RELIEF ACT

Please read the attached IMPORTANT NOTICE AFFECTING MILITARY SERVICEMEMBERS before executing this waiver

	1	, am/was a servicemember with
	(name)	
the	(branc	h/unit of military)
("SC of a days	I am aware that I have protections availab CRA"). This includes, but is not limited to, le lien on the property or effects of a servicer thereafter without court-ordered permission	le to me under the Servicemembers Civil Relief Act egal rights relating to the foreclosure or enforcement member during any period of military service and 90 on.
	am the registered owner of the following de	escribed motor vehicle:
Mal	ke:	Model:
Year	•	VIN:
	am not the owner of the motor vehicle desc	cribed above.
•	SERVICEMEMBERS. I am waiving the SCRA protections rel protections against the sale or disposal or any proceeds from the sale towards any feet to the sale to the sale towards any feet to the sale to the sale towards any feet to the sale to the sale to the sale to the sale to the sale towards any feet to the sale to th	ated to the property listed above, including any f the motor vehicle, and agree to the application of ses and expenses related to the sale.
•	This waiver applies to any form of proce receives ownership and/or possession of t By signing this waiver, I am voluntarily sur motor vehicle, and its disposition, whether	eeding or transaction through which someone else the motor vehicle, or any part thereof, or its disposal. rendering ownership, title, interest and rights to the by public sale, destruction or otherwise.
•	This waiver does not affect any loan or oparty, or any citation issued by any law associated with said citation.	lebt that I may owe on the motor vehicle to a third enforcement agency, or any fees, costs or fines
•	waive the recovery of any fees and costs my motor vehicle against me.	with respect to this property, the City agrees to relating to the towing, storage, sale or disposal of
•	This waiver is made voluntarily, without coe of this waiver of rights, and acknowledge I this waiver of rights and the protections aff	rcion, duress or compulsion. I understand the terms was advised to consult with an attorney regarding orded by the SCRA.
Dated:	, 20	Ву:
		(print name)
		••

City and County of Honolulu Department of Customer Services Division of Motor Vehicles and Licensing

STATEMENT OF FACTS RELATING TO JUNKING OF VEHICLE

(Submit original and 1 copy)

LICENSE NO	V.I.N.:		
MAKE:	BODY TYPE:	YEAR MODEL: CC	neted at the followin
registered in the City an street address:	d County of Honolulu; hereby certif	y that said vehicle has been JUNKED and is presently lo	Caled at the johowin
	(ADDRESS, YARD,	GARAGE, NUMBERED PARKING STALL ETC.)	
of parts or scrap only.	I UNDERSTAND THAT BY JUNK	ise on the public highway and/or has no resale value ING THIS VEHICLE, THE VEHICLE SHALL NEVER AC	
Accordingly, the cancellation, (The Certification) (The Certificat	ne last issued CERTIFICATE Of lificate of Title must be endorset the last issued license plates are	TITLE which has been properly endorsed is herever the self-th in t	able, and odomete e its destruction).
	~		
	REGISTERED OWNER	SIGNATURE OF REGISTERED OWNER OR, IF COMPANY, AUTHORI	ZED PERSON
If the vehicle is being REQUEST REMOVAL O	surrendered to the City and your performs of the property of the performance of the perfo	ou are requesting removal by the City, please read	
	REQUEST REMO	/AL OF A JUNKED VEHICLE	
O JUNKING OF VEHIO	d owner of the above described veh CLE section above, hereby reque	icle located at the address noted in the STATEMENT OF sts that the City and County of Honolulu remove said	FACTS RELATING I vehicle which has
O JUNKING OF VEHIO	d owner of the above described veh CLE section above, hereby reque	icle located at the address noted in the STATEMENT OF sts that the City and County of Honolulu remove said	FACTS RELATING I vehicle which has
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BUSINESS TELEPHONE NUMBER