

#8
#10

Prior to the auction, there must be a minimum of 20 days from the time that notification is made by the Abandoned Motor Vehicle Section to the Register Owner/Lien Holder, to the date of sale of any vehicle (45 days for vehicles with Mexican license plates or if a vehicle was exported to Mexico at one time, Out of State vehicles and vehicle is displaying TX license or none) once an auction date is selected the following steps will be followed:

- ❖ Notify the auctioneer of the date.
- ❖ Notify Sheriff's Office, and County Accounting Offices of the auction date.
- ❖ Check vehicles for contraband/clean them out.
- ❖ Notify County Purchasing and make arrangements to turn any property left in the vehicle over to them for disposal.
- ❖ Remove fictitious and out of state license plates from the vehicles.
- ❖ Compose the vehicle list and a log of the sales receipts.
- ❖ Fill out sales receipts and odometer statements where necessary.
- ❖ Mail out vehicle lists to persons on the mailing list.
- ❖ Number the vehicles with a lot number.
- ❖ Run auction announcement in the newspaper on the Sunday before the auction.
A 10-29 check must be run on each vehicle scheduled for auction no more than 72 hours prior to the sale. This is to insure that none of the vehicles have been reported stolen after the initial 10-29 checks.
- ❖ Ensure that a narcotics K9 unit has checked vehicles at least once prior to being sold.
- ❖ Ensure that the registration return or a copy of the notification newspaper ad is attached to the auction sales receipt.
- ❖ Mark all vehicles that are salvage, rebuilt salvage, export only, or reconditioned.
- ❖ Upon completion of auction, all open cases for vehicles sold will be closed.

Fund disbursements – after the completion of the auction, the distribution of funds must be determined. An Auction Report/Re-Cap will be completed for distribution on the first business day following the auction. Funds will be disbursed as follows:

- ❖ 4 per cent of total proceeds for auctioneer fees.
- ❖ 2 per cent of total proceeds to AMV regular account
- ❖ Any vehicle whose sale did not satisfy the total amount owed to them will be paid immediately following the auction. This is provided only if there are sufficient funds in the AMV account at that time to cover the amount owed.
- ❖ Remainder of proceeds will be placed in the escrow account for 90 days. After the 90 days are over all monies will be transferred to the AMV regular account.

For the release of a vehicle the register owner needs to proof ownership by presenting title, drivers license, insurance, if no title proof of sale or registration.