

INSURANCE VIOLATION PROCEDURES

The following **MUST** be completed before your vehicle will be released from impound:

1. The No Insurance citation must be satisfied. This means that you have obtained a court order to release the vehicle or else paid the fine. Proof of this is obtained from the Clerk of Court.

If you have proof that you had insurance coverage on your vehicle at the time you were issued the citation, take the paperwork to the Clerk of Court.

2. Your motor vehicle must then be properly re-registered at the County Treasurer's Office.
3. You must obtain valid insurance on your motor vehicle

The receipt from the Clerk of Court verifying the citation has been satisfied, proof of registration (plates & registration form), and proof of insurance can then be brought to the Dubuque Law Enforcement Center at 770 Iowa Street. A Shift Commander, or his/her designee will review the paperwork and if everything is in order, a call will be placed to the wrecker service to authorize the release from impound following payment of the City of Dubuque vehicle impound administrative fee at the DLEC.

4. Any towing fees or storage fees will have to be paid to the wrecker service before they will release the vehicle.