

**Advisory notes – Vehicle release/recovery (Proof of identification)**

Proof of identity from individuals

Any person making a claim for release of a seized vehicle will be required to produce a minimum of **one proof of name and one proof of address**.

You cannot use one form of identification for both name and address. For example, if you provide your driving licence as proof of your name you must provide another form of identification for your address, such as a utility bill.

**Proof of name**

Current signed passport

Original birth certificate

EEA member state identity card

Current UK driving licence (but only if not used for the name evidence)

Current UK or EEA photocard driving licence

Full old-style driving licence

Photographic registration cards for self employed in construction industry – CIS4

Benefit book or original notification letter from Benefits Agency

**Proof of address**

Utility bill issued within the last three months

Local Authority council tax bill for current tax year

Current UK driving licence (but only if not used for the name evidence)

Bank, Building Society statement

Original mortgage statement issued for last year

Solicitors letter confirming recent home purchase

Housing association rent card/agreement for the current year

**Proof of identity for agents, companies or other legal structures**

Where an agent makes a claim on behalf of their principal, they will need to produce proof of name and address of themselves and their principal and proof of authority to act as agent. Where the seized property is a vehicle with a registration mark, and the person claiming entitlement purports to be the registered keeper of the vehicle, they must produce the registration document. Any claim made for recovery by a vehicle hire company will be required to provide the name and address proofs described above.

**Advisory** – In compliance with Bradford Metropolitan District Council's duties under the Crime and Disorder Act 1996 relating to the prevention, apprehension or detection of crime, in terms of the furtherance of public safety and compliance with the Road Traffic Act/Regulation requirements no vehicle will be released in circumstances where the Council's seizure recovery agent has reasonable grounds to believe that the vehicle is to be driven away on a public road, by a person who holds no valid insurance to drive the vehicle and/or where the vehicle has no valid vehicle tax. (This will not apply where a vehicle is collected by means of a recovery vehicle).

**City of Bradford Metropolitan District Council  
The Control of Waste (Dealing with Seized Property) (England and Wales) Regulations 2015**

**Notice of Seizure of Property**

NOTICE IS HEREBY GIVEN THAT The City of Bradford Metropolitan District Council, the seizure authority, has seized property of the following description:

Vehicle Make... FORD... TRANSIT.....

Vehicle Model... 100 T350 M.....

Vehicle Registration... NJ57 YKV.....

The property was seized at:

Time:..... 07:30.....

Date:..... THURS 26.10.23.....

Location:..... 26 HOLY WELL DRIVE  
BRADFORD BD10 0AF.....

Under the following legal provisions:

- Environmental Protection Act 1990, section 33, 34, 34B
- Control of Pollution (Amendment) Act 1989, section 5

Any person who wishes to make claim over the property must give notice in writing to: **Amjad Ishaq, Environmental Services and Enforcement Manager, 5th Floor, Sir Henry Mitchell House, Bradford, BD5 0QL**

Any claim for release must be made by 16.11.23 (date, being 15 working days after the date of the seizure notice)

Any person making a claim will be required to produce proof of identity and address. Where an agent makes the claim on behalf of their principal, they will need to produce proof of identity and address of themselves and their principal and proof of authority to act as agent. Where the seized property is a vehicle with a registration mark, and the person claiming entitlement purports to be the registered keeper of the vehicle, they must produce the registration document.

The Authority may be of the opinion that it is necessary to retain the seized property for the duration of the investigation or criminal proceedings. A seizure authority may sell, destroy or otherwise dispose of seized property where a seizure notice has been published and:

- (a) The claim period has ended and no claim was made; or
- (b) A claim was made within the claim period but the seizure authority did not determine that the claimant was entitled.

A copy of this notice has been served on the Chief Constable, and in the case of a vehicle, the registered keeper and any other person identified as entitled to possession and has been published on the seizure authority's website.

Date of Notice:..... 26.10.23.....

Officer Name:..... DAVID LONGMOOR.....

Signature:..... [Signature].....

See Advisory Notes Overleaf