



## DWI VEHICLE FORFEITURE PROGRAM

Case #: \_\_\_\_\_

Arresting Officer: \_\_\_\_\_

On \_\_\_\_\_ at \_\_\_\_\_ am/pm \_\_\_\_\_ (Defendant) was arrested for ☐ DWI ☐ Driving while Revoked at \_\_\_\_\_ (location). The subject vehicle was driven by Defendant and has been impounded at the Santa Fe Police Department Impound Lot pursuant to City of Santa Fe Ordinance 24-9 ([www.santafenm.gov/police\\_dwi\\_forfeiture](http://www.santafenm.gov/police_dwi_forfeiture)).

### OWNER/DEFENDANT

If you are the owner of the subject vehicle and were driving said vehicle at the time of arrest, and you have **never** been convicted of a DWI, the following procedures may apply:

1. You may install, **at your own expense**, an ignition interlock device on your vehicle, which is approved by the New Mexico Department of Transportation Safety Bureau. It is the Owner's responsibility to arrange for an interlock provider to install the device. For a list of approved interlock providers, visit the City of Santa Fe's website, [www.santafenm.gov/interlock\\_providers\\_information](http://www.santafenm.gov/interlock_providers_information).
2. You may have your vehicle immobilized by installing a boot on your vehicle at a location within the City limits or at the Santa Fe Police Department Impound Lot, until the outcome of your case and/or as required by the Court.
3. The Owner/Defendant must pay all fees associated with the boot or interlock device, and all DWI Vehicle Forfeiture Program fees, which include an administrative service fee, lot fee(s), and towing fee. All fees must be paid prior to the release of vehicle. Cash, Money Order, or Credit Card (Visa, MC, or Discover) are accepted.
4. If you have had a previous DWI conviction or arrest, or you currently have a revoked license, your vehicle will be subject to forfeiture (loss of property) and an administrative hearing is required. You must request a hearing in writing to contest the validity of the impoundment within 15 business days of the date of the mailing and/or receipt of this notice of forfeiture.

### INNOCENT OWNER

If you are the owner of the subject vehicle and you were **NOT** driving said vehicle at the time of arrest, the following procedures may apply:

1. If your vehicle has never been seized under the DWI Vehicle Forfeiture Program, you will be required to sign an Innocent Owner Affidavit and attest that you had no prior knowledge of the Defendant's DWI history. The Innocent Owner Affidavit must be notarized and will remain on file with the City of Santa Fe Police Department.
2. If your vehicle was seized once prior, your vehicle may be impounded for a period of thirty (30) calendar days and/or your vehicle may be subject to forfeiture (loss of property).
3. If your vehicle is seized a third time or if the same driver is arrested in this vehicle, your vehicle will be subject to forfeiture and an administrative hearing is required. You must request a hearing in writing to contest the validity of the impoundment within 15 business days of the date of the mailing and/or receipt of this notice of forfeiture.
4. The Owner/Defendant must pay all applicable fees, which include an administrative service fee, lot fee(s), and towing fee. All fees must be paid prior to the release of vehicle. Cash, Money Order, or Credit Card (Visa, MC or Discover) are accepted.

For more information regarding the DWI Vehicle Forfeiture Program and/or to schedule an appointment, please call the DWI Program Coordinator, Amanda Katz at 505-955-5042. You must schedule an appointment for the release of your vehicle and/or to request an administrative hearing. Appointments are scheduled on a **first come, first serve basis**. Ownership verifications will be completed for all vehicles seized. Owner must provide proof of valid registration, insurance, and Driver License.

**Please read back page for fees and other pertinent information.**

\*\*\*SIGNED \_\_\_\_\_ (Defendant)      DATE: \_\_\_\_\_

**DWI VEHICLE FORFEITURE PROGRAM**  
**IMPOUND FEES AND OTHER INFORMATION**

1. City DWI Impound Lot Fee - an initial 1 week (7days) at **\$70.00**; After 7 days - **\$10.00 per day**
2. Administrative Service Fee – **\$200.00** (each impound case regardless if a forfeiture is sought or not)
3. Towing Fee – the amount paid to tow the vehicle to the Santa Fe Police Department impound lot, fees vary by vendor.
4. Interlock Ignition Tracking Fee - **\$250.00**
5. Boot Fee - **\$150.00**
6. All required fees must be paid before a vehicle is removed from the impound lot. Fees to be paid by Cash, Money Order, or Credit Card (Visa, MC or Discover).
7. Owner **must** arrange for their own transportation to the impound lot.
8. Only the Owner may drive the vehicle from the impound lot, unless other arrangements are made prior and proper paperwork is provided.
9. Owner must sign an *Innocent Owner Affidavit*, if applicable, and pay all associated fees.
10. Owner must sign a *Vehicle Release Agreement with Ignition Interlock*, if applicable, and pay all associated fees.
11. If an ignition interlock device is required, it is the Owner's responsibility to arrange for an interlock provider to install the device, pursuant to the rules adopted by the Traffic Safety Bureau for the Department of Transportation. For a list of approved interlock providers, visit the City of Santa Fe's website, [www.santafenm.gov/interlock\\_providers\\_information](http://www.santafenm.gov/interlock_providers_information).
12. Owner must provide written proof of final case disposition (Order or Judgment) from the court to the interlock provider, the Santa Fe Police Department, and the NM Motor Vehicle Division, **before** an ignition interlock device can be removed.

**For more information about the program, a list of available forms, and to answer questions, visit the City's website, [www.santafenm.gov/police\\_dwi\\_forfeiture](http://www.santafenm.gov/police_dwi_forfeiture).**

**You must schedule an appointment for the release of your vehicle and/or to request an administrative hearing. Appointments are scheduled on a first come, first serve basis. Please call the DWI Program Coordinator, Amanda Katz at 505-955-5042.**

**Vehicles will only be released from the impound lot when all associated fees and conditions are met.**

**Proof of insurance, registration and either a Driver's License or Notice of Revocation is required.**

**Vehicle will only be released to the registered owner on record with the Motor Vehicle Division.**

**All payments are due in Cash (exact amount only), Money Order, or Credit Card (Visa, MC, or Discover).**