

**CODE COMPLIANCE AND SAC PD  
HEAVY DUTY TOW PROGRAM  
APPLICATION CHECKLIST**

The following documents are required to be completed and submitted by the successful applicant along with their application. Those applications received by the CITY without the following will be rejected. The documents shall be submitted in the order listed below:

- RFQ Cover Sheet (Application Contact Information)**
- Application Signature Page**
- Rotation Tow Listing Application**
- Disclosure of Financial Interest**
- Tow Operator/Driver Information Form**
- Proof of Payment of DMV Motor Carrier of Property Permit Fee**
- Tow Vehicle Information**
- Certificates of Insurance**
- Business Operations Tax Certificate**
- Proof of Occupancy**
- City of Sacramento Alarm Permit**
- Certificate of Secretary**
- Information about Applicant's Business**
- Addenda and Supplements to RFQ**
- Exceptions**