



Municipality of Anchorage, Clerk's Office
Compliance Checklist
Tow Operator License Application

Tow Operator License

- Term: 1 Year – January 1st – December 31th
- Fee: \$150.00 (for one vehicle)
- Additional vehicle fee: \$20.00 per vehicle

For questions regarding the Municipal Tow Operator Business License please contact the Municipal Clerk's Office, at MuniLicenses@anchorageak.gov.

Private Party Impound Endorsement (PPI)

- Added to license for private party impound
- Fee: +\$50.00

License Information & Required Forms Available at www.muni.org/clerklicensing

It is unlawful for any person to engage in the business of towing unless they have first obtained a license per Anchorage Municipal Code (AMC) 10.54. The Municipal Clerk's Office encourages all applicants to read and keep a copy of AMC 10.54 and 9.54 for reference.

Code Citation and Topic	Compliance Information	Complete?
TO MUNICIPAL CLERK'S OFFICE – Tow Operators must provide:		
10.54.040A.3. State of Alaska Business License Required.	Atwood Building 550 W 7 th Ave., Ste. 1500 907-269-8160	<input type="checkbox"/> Yes <input type="checkbox"/> No
10.54.020 Municipal Tow Operator License Required.	<i>Application deemed complete.</i> Municipal Clerk's Office 632 W 6 th Ave., Ste. 250 907-343-4316	<input type="checkbox"/> Yes <input type="checkbox"/> No
10.54.040A.4. Proof of bond and of insurance with coverage meeting or exceeding the minimum insurance requirements.	<i>On the Certificate of Liability Insurance, the Municipality of Anchorage must be listed as the certificate holder.</i> Risk Management 907-343-2520	<input type="checkbox"/> Yes <input type="checkbox"/> No
10.54.040A.5.-7. Proof of Vehicle Registration.	<i>For each vehicle.</i>	<input type="checkbox"/> Yes <input type="checkbox"/> No
10.54.040A.6. Proof of Vehicle Inspection Report.	<i>Each towing vehicle shall pass a level one commercial vehicle inspection or a safety inspection by a certified Automotive Service Excellence (ASE) technician of the applicant's choice expense.</i>	<input type="checkbox"/> Yes <input type="checkbox"/> No
10.54.040A.7. Copy of Business Signage.		<input type="checkbox"/> Yes <input type="checkbox"/> No
Private Party Impound Endorsement (PPI) – Must also provide:		
10.54.040A.10.c. Proof of additional general liability insurance and garage keepers legal liability insurance.	Risk Management 907-343-2520	<input type="checkbox"/> Yes <input type="checkbox"/> No
10.54.040A.10.a. Copy of as-built for storage lot.	Land Use Enforcement 907-343-8301	<input type="checkbox"/> Yes <input type="checkbox"/> No
10.54.040A.10.d. Copy of signage posted on private property.		<input type="checkbox"/> Yes <input type="checkbox"/> No
10.54.040A.10.e. Copy of PPI information sheet.		<input type="checkbox"/> Yes <input type="checkbox"/> No



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10.54.045 Standard of operation and Service. 9.54.070 Prohibited conduct.	<i>Shall comply with requirements in AMC 9.54 for towing services.</i>	<input type="checkbox"/> Yes <input type="checkbox"/> No
License Display & Records Requirements:		
10.54.060 Maintain Records: <ul style="list-style-type: none"> • Current State Business License • Certificate of insurance • Transaction records • Vehicle inspection/maintenance log • DOT/FED/APD interactions 	<i>Must maintain documents for two years and provide them upon request.</i> <i>All records related to PPI vehicles sold at auction must be maintained for three years.</i>	<input type="checkbox"/> Yes <input type="checkbox"/> No
10.54.070 Display license in a prominent location. 10.54.025.C. Stickers placed on tow vehicles.	<i>Must be easily visible to the public.</i> <i>Municipal sticker issued for towing vehicle placed on the lower left corner of the windshield on the driver's side.</i>	<input type="checkbox"/> Yes <input type="checkbox"/> No
Related Information Regarding Roving Vendors:		
9.54.025 Tow Rotation Program <i>PPI Endorsement Required. (Annual fee: \$500.00)</i>	Anchorage Police Department 716 W 4 th Ave. 907-786-8900	<input type="checkbox"/> Yes <input type="checkbox"/> No

For complaints or to report violations or unlicensed tow operators please contact Municipal Code Enforcement at 907-343-4141.