

U.U.M.V.: When a person allowed access to, or with permission to operate your vehicle for any period of time, for any reason, refuses to return it with intent to deprive you of the vehicle.

Current status of your vehicle and police response: You were the last person with care, control and custody of the vehicle. YOU must complete ALL of the following steps. There will not be a criminal investigation or police response until all the following steps have been completed:

Complete the UUMV form letter provided: You can use the form letter provided, or type your own. If you create your own letter, proper wording is important. Make certain exact vehicle information, specific demands, and time frame to return vehicle, as seen on the form letter, are included.

Certified Mail Letter: YOU must complete a UUMV Demand letter, sign it, and then go to a US Post Office or Mail Store and have it mailed as "Certified Mail with Return receipt requested". The letter must be addressed to the "offender", and mailed to their last known address. You are responsible for any postal charges. **** It is recommended that you make a copy of signed letter for your records****

About the "last known address"; We understand that their last known address may have been your address, it may be a hotel, or it may be an address from which they recently moved. Send the certified letter with return receipt to the address, regardless of the circumstances.

One of two things will happen after the "Certified Letter/return receipt requested" is mailed:

1. The letter will be returned because the "offender" did not sign for it, in which case the US postal service will document the fact on that letter and receipt, and return both to you. This is the required proof needed to show you "attempted" notification.
2. The "offender" received, and signed for your letter on the "return receipt". In this case, the US Postal service will give you a "return receipt", and this is your required proof.

**** KEEP YOUR UNOPENED RETURNED CERTIFIED LETTER or RETURN RECEIPT. DO NOT OPEN THE LETTER—LEAVE IT SEALED. THE PROSECUTOR AND DETECTIVE WILL NEED THIS EVIDENCE.****

You must wait Ten (10) days after you receive "return receipt" or "returned Certified letter" AND If the vehicle has not been returned to the location you specified in your letter, this is when you come in person to KPD Information desk, located at 3304 Community BLVD, to provide a sworn statement and to bring your UNOPENED LETTER or the RETURN RECEIPT.

What happens AFTER you have completed the process: After you have completed the above process, your vehicle identifiers will be entered as STOLEN into both the Texas Crime Information Center and the National Crime Information Center (TCIC/NCIC). This means that if an officer runs the license plate and/or VIN through their computer system, the vehicle will show *stolen*.

What happens when your vehicle is located: Your vehicle will be impounded by the Law Enforcement Agency that recovers it. You may be notified by that police agency or the towing company within 48 hours, and may also be notified by the KPD Auto Theft Unit. You will be given the location where your vehicle was towed.

Call the towing company before going to pick it up to find out what documents are required in order to release it. Ask about fees and methods of payment.

You are responsible for paying all charges and fees associated with towing your vehicle to safety and storage until you can pick it up.

If your vehicle is damaged, cost of repairs is your responsibility. You should contact your vehicles insurance company to seek reimbursement. You or your insurance company may seek civil restitution for these costs. This is a civil matter and the Killeen Police will not be involved in the civil aspects.

If someone is arrested and charged with UUMV, you may also ask the District Attorney's Office, prior to the offender's trial, if restitution for damages and costs can be part of the conviction. You may or may not receive reimbursement. Refer to the District Attorney and State law for guidance.

You may also seek civil restitution in Small Claims Court, or by filing a law suit to recover costs and damages. Small Claims are handled by the Justice of the Peace for your area and you can determine your precinct by your address.

If the offender is arrested OUTSIDE the State of Texas, you are required to pay for the "offender's" extradition (transport back to Texas). You have 48 hours to make arrangements with the *Bell County District Attorney's Office,* and they require cash deposit in advance.

Bell County District Attorney's Office:
(254) 933-5215

Please call for an appointment only after this UUMV process has been completed.



**Killeen Police Department
Auto Theft Unit**

**U.U.M.V.
UNAUTHORIZED USE OF
MOTOR VEHICLE**

1. KPD Case #: _____

2. U.S. Postal Tracking #

3. Assigned Detective:

