



# VILLAGE OF PORT CHESTER

## OFFICE OF THE VILLAGE ATTORNEY

### MEMORANDUM

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TO: To Whom It may Concern

THRU: Christopher D. Steers, Village Manager

FROM: Anthony M. Cerreto

DATE: January 4, 2016

RE: Towing and Booting

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Applications for towing and booting licenses are not available for completion until the Village receives approval from the New York State Division of Criminal Justice Services.

Applications will be available once such approval is received. At that time, the Village will issue a public notice advising stakeholders and the general public of same, as well as a date/time that the Department will be available for a roll-out meeting to answer questions of a general nature.

The Police Department will grant a 45-day grace period from the date applications are able to be accepted to enable applications to be submitted and reviewed.