



DIVISION OF MOTOR VEHICLES  
BUREAU OF FIELD OPERATIONS



**CURBSTONING TOWING WORKSHEET**

The following steps are to be taken when towing a vehicle deemed to be in violation of s. 316.1951, F.S.:

**ISSUE RED TAG, HSMV 84117**

1. Issue HSMV 84117 (Red Tag) Tape red tag to windshield (glass only)

DATE: \_\_\_\_\_ TIME: \_\_\_\_\_ AM / PM

**TOWING APPROVAL**

2. Call Regional Office for wrecker: \_\_\_\_\_ Tow approved by: \_\_\_\_\_  
Name of contact Name

FHP CAD Case #: \_\_\_\_\_ Date: \_\_\_\_\_ Time: \_\_\_\_\_ AM / PM

Name of Wrecker Company: \_\_\_\_\_ Phone #: \_\_\_\_\_

**CONTACT FLORIDA HIGHWAY PATROL**

If unable to contact Regional Office for approval, contact the Florida Highway Patrol (FHP) directly and complete the following:

3. Contact Florida Highway Patrol Dispatcher: \_\_\_\_\_  
Name of FHP Contact / Dispatcher

FHP Phone #: \_\_\_\_\_ Toll Free: \_\_\_\_\_

Date: \_\_\_\_\_ Time: \_\_\_\_\_ AM / PM

**COMPLETE INVENTORY AND TOWING RECORD**

4. While waiting for the wrecker to arrive, complete form HSMV 84118, Inventory and Towing Record.

**CANCELLING TOW REQUEST (If necessary)**

5. If not towed (because vehicle is removed by owner while wrecker is in route):

Immediately notify FHP to cancel tow request!

Time: \_\_\_\_\_ AM / PM Name: \_\_\_\_\_  
Name of FHP Contact / Dispatcher

**VERIFICATION**

6. When wrecker arrives have driver verify and sign HSMV Form 84118. Provide wrecker driver with PINK copy of HSMV Form 84118.

7. After vehicle has been removed, contact FHP and provide vehicle information for FHP wrecker log.

Date: \_\_\_\_\_ Time: \_\_\_\_\_ AM / PM

Name: \_\_\_\_\_  
Name of FHP Contact / Dispatcher

8. Notify Regional Office ASAP to update office Tow log. Name: \_\_\_\_\_  
Name of Person Contacted

**SIGNATURE AND DISTRIBUTUION**

9. Submit WHITE copy of form HSMV 84118 to Regional Office. Use both the Curbstoning Investigative Worksheet and the Curbstone Towing Worksheet to complete a concise and chronological Investigative Report. Submit report to Regional Office.

Compliance Examiner/Officer Name: \_\_\_\_\_ Badge Number: \_\_\_\_\_