

The City of Hollywood, by and through the Hollywood Police Department, is in possession of property which you may allegedly own. You are hereby requested to appear within ninety days at the Hollywood Police Department, for the purpose of claiming the property that is currently being held by the Hollywood Police Department, Property and Evidence Unit.

You must bring this letter and photo identification (e.g. Driver's license, passport, etc.) to the Property and Evidence Unit located at 3250 Hollywood Boulevard, Hollywood, FL 33021 between the hours of 8:00 a.m. to 3:00 p.m., Tuesday and Thursday (excluding Holidays).

Please be advised that your failure to claim the property after ninety days of this correspondence, shall serve as authorization of the Hollywood Police Department for disposal of the property pursuant to Chapter 705 of the Florida Statutes.

If a personal appearance to claim this property may cause an undue hardship, you may notify us with a notarized letter that you would like your property mailed to you. We do not mail property to a post office box. Please provide a pre-paid method of shipment and the appropriate packaging.

Firearms will only be shipped to a law enforcement agency. You must request that your local law enforcement agency forward a letter on their letterhead to the Hollywood Police Department Property and Evidence Unit stating that they will accept the shipment of your firearm on your behalf.

If you would like to designate a representative to receive your property, the person claiming the property must have an original notarized letter from you authorizing us to release your property to him/her. This person must provide photo identification.

Should you require additional information concerning this matter, please contact the Property and Evidence Unit at 954-967-4620, Monday through Thursday between the hours of 8:00 a.m. to 3:00 p.m. EST.