



OFFICE OF ADMINISTRATIVE TRIALS AND HEARINGS Help Center

If You Received a Summons And Your Property Was Taken Away

Was Your Property Taken?:

When certain summonses are issued, authorities may also remove your property, such as your car, mobile food vending cart or truck, electronic bike or motorized scooter. For these cases, there is a process to follow to get your property back.

You May Challenge The Summons:

You have the right to an “expedited hearing” to challenge the summons that you received. This means you can have a hearing before the hearing date printed on your summons.

1. **To get an expedited hearing, you must contact OATH** by calling (844) 628-4692 or emailing ClerksOffice@oath.nyc.gov.
2. OATH will inform you of the date and time of the expedited hearing (typically within 72 hours of receipt of request). For some violations, the officer who issued the summons will appear at the hearing.
3. Shortly after the hearing, you will receive a decision by an OATH Hearing Officer who will decide if your summons should be “Dismissed” or found “In Violation.”

You May Admit To The Summons And Pay The Fine:

For certain summonses, you may have the option to admit to the violation and pay the penalty indicated on the summons without having a hearing. To do so, you will need to provide your summons number. You can pay the penalty [online](#), by mail (by mailing your payment to: Finance Commissioner, City of New York, PO Box 4199, Church Street Station, New York, NY 10261-4199) or in person at any OATH location. For questions about payments or scheduling issues email clerksoffice@oath.nyc.gov.

Can Someone Help Me Understand The Summons(es) That I Received?

Yes, OATH has a Help Center staffed by Procedural Justice Coordinators who can explain the charges, the hearing process, potential penalties, the steps to follow to get your property back, how to correct any violations, and more. Please see below for instructions to contact the Help Center.

Can I Get My Property Back?

While most property will be returned to you following the process below, there is some vending property that the City will keep. A decision about returning property is made by the New York City Law Department (see step 7 below).

If My Property Is Eligible For Return, How Can I Get My Property Back?:

Where your property is returnable, you will need the following:

1. A copy of the OATH decision dismissing the violation or finding you “In Violation.”
2. A receipt showing payment of the penalty, if any.
3. The “invoice number” for the property taken. (You can get this by contacting the police precinct that issued the summons).
4. Your photo ID, containing your address.
5. Proof of ownership of the property taken. Please note that additional proof may be required if someone else owns the property that was taken from you.
6. A copy of the summons.
7. **For vendors:** Once you have obtained the above listed documents, email a complete and clear copy of each document to: ALVendors@law.nyc.gov and you will be given further instructions on whether your property is eligible for return, and, if so, how to obtain your property.
8. **For non-vendors:** Once you are ready to retrieve your property, contact the Erie Basin Auto Pound at (718) 246-2031 to confirm what you need to get your property back. In the unlikely event that your property is not located there, please contact the precinct that issued the summons (which is listed on your summons) for further assistance.

*** Please note that only the enforcement agency that took your property has the authority to return it. ***

For Further Assistance, Please Contact The OATH Help Center In Person At Any OATH Location, Monday To Friday, From 8 AM - 5 PM, Via Telephone At (212) 436-0845, Or By Email At Manhelpcenter@oath.nyc.gov.

Bronx
260 E.161st Street, 6th FL
Bronx, NY 10451

Brooklyn
9 Bond Street, 7th FL
Brooklyn, NY 11201

Manhattan
66 John Street, 10th FL
New York, NY 10038

Queens
31-00 47th Avenue, 3rd FL
Long Island City, NY 11101

Staten Island
350 St. Marks Place, Main FL
Staten Island, NY 10301