

LENOIR~RHYNE UNIVERSITY

POLICY AND PROCEDURE

Title: Vehicle Immobilization and Towing Policy & Procedures

Division/Department: Public Safety Department

Purpose

Lenoir-Rhyne University (“LR” or “The University”) requires those parking on campus to abide by all parking rules and regulations. At times, parking situations require punitive measures beyond just the issuance of a citation. LR Public Safety Officers have the authority to decide that a vehicle should be immobilized or towed for the facilitation of university operations and/or violation of parking regulations.

Policy and Procedures

LR requires all individuals operating a vehicle on campus to comply with published parking rules and regulations. In certain cases, corrective actions beyond a citation may be necessary. Public Safety Officers have the authority to immobilize or tow vehicles as a punitive or operational measure when violations occur or when campus access must be maintained for safety or University functions.

Immobilization (Booting)

- Vehicle immobilization is a tool used to prevent further violations and avoid towing when possible. LR Public Safety is authorized to immobilize vehicles as a corrective measure in conjunction with citation issuance.
- The University is not responsible for damage caused by the installation or removal of immobilization devices, or damage that occurs due to the vehicle being moved while the immobilization device is attached.
- If a vehicle is immobilized:
 - A warning notice will be placed on the vehicle with instructions.
 - The offender must provide Public Safety with an LR Identification card or, if not a student, a valid Driver’s License.
 - Vehicles left immobilized for more than five (5) days may be towed.
- Tampering with or attempting to remove the device will result in a \$500 fine, plus the cost of repair or replacement if damage occurs.
 - Common Reasons for Immobilization:
 - Accumulation of three (3) citations—paid or unpaid—within a single academic year
 - Parking in a reserved space without authorization
 - Parking in violation of posted signage
 - Parking on campus property without displaying a valid LR parking decal/permit
 - Habitual disregard for university parking regulations
 - Abandoned Vehicles
 - Vehicles without a valid LR parking permit that remain unmoved for five (5) consecutive days are considered abandoned
 - Any circumstance where towing is authorized

Towing

- While towing is considered a last resort, it may be required under specific circumstances. The University is not responsible for any damage resulting from the towing process. All towing-related expenses are the sole responsibility of the vehicle owner or operator.
- Towed vehicles will be transported to and impounded by LR's designated towing vendor.
- Exception: Vehicles with a valid LR permit that are towed from a restricted lot may be relocated to another on-campus lot under the supervision of LR Public Safety. The owner of the towed vehicle will be responsible for any fees charged by the towing company.
- Common Reasons for Towing:
 - Blocking a fire lane or hydrant
 - Blocking a roadway, drive, or loading dock
 - Blocking a dumpster
 - Blocking other vehicles
 - Creating a safety hazard
 - Parking in an undefined/non-designated space
 - Parking in violation of posted signage
 - Parking in a reserved space without proper authorization
 - Obstructing areas designated for university operations (e.g., construction, emergency access)
 - Multiple citations or habitual disregard for university parking regulations
 - Abandoned vehicles
 - Parking in an area reserved or closed for an event
 - Any situation where Public Safety deems towing a vehicle is necessary

Abandoned Vehicles:

- LR Public Safety will attempt to contact the vehicle owner by phone and written notice (email). If unclaimed within five (5) calendar days of the written notice, the vehicle will be towed at the owner's expense.

Further Information regarding parking on LR's campus can be found on the university's website: [Vehicle Registration and Parking](#)

Author of Policy

Director of Public Safety

Individuals Affected

All employees, students and guests parking on LR's campus

Reviewed By/Concurrence From

President

President's Cabinet

Date of Last Review

December 16, 2025