

Buying New/Used Cars From Local National or Dealership

Used US Spec

- ✓ All required documents listed on the middle page (Requirements for all transactions)
- ✓ Bill of Sale
- ✓ Original USAREUR Title if the vehicle was previously registered with USAREUR, otherwise Original US Title. If vehicle is under a lien, a copy of the documents will suffice.
- ✓ Customs Form AE 550 or "UB" form (Unbedenklichkeitsbescheinigung)
- ✓ Insurance Confirmation Card (ICC)

Used German Spec

- ✓ All required documents listed on the middle page
- ✓ Bill of Sale
- ✓ Green German title book and Registration with Deregistration stamp (Ausserbetriebsetzung). This is found on the back of the German registration (small green paper).
- ✓ If the vehicle previously registered with USAREUR a "UB" (Unbedenklichkeitsbescheinigung) or Customs Form AE 550 is required, along with the prior USAREUR registration/title (AE Form 190-1A)
- ✓ Insurance Confirmation Card (ICC)

New German Spec

- ✓ All required documents listed on the middle page
- ✓ German title book or Certificate of Conformity (CoC)
- ✓ POV waiver if applicable
- ✓ Bill of Sale or Purchase Order
- ✓ Insurance Confirmation Card (ICC)

New US Spec

- ✓ All required documents listed on the middle page
- ✓ Purchase Order or Bill of Sale
- ✓ Manufacture Certificate of Origin (MCO) (if available)
- ✓ Customs Form AE 550 or VAT with VIN & Dealership Stamp
- ✓ Insurance Confirmation Card (ICC)

Note: If you finance a vehicle, lien holder must be on the Purchase Order or Bill of Sale

Annual Renewals

The inspection point is open Monday to Friday 0800-1100 at natex garage.

- ✓ All required documents listed on the middle page
- ✓ Registration
- ✓ Passed POV Inspection

Did you know?

1. Renewals can be done within 75 days of the expiration date without changing the expiration date. Early renewals can be done any time outside of this window but will reset the expiration date. We do accept German inspection (TUV, DEKRA, GTU, KUS) in lieu of the US Inspection as long as it has been completed within 30 days.
2. You cannot sell a vehicle on Temporary Plates, you must either complete the registration process and get permanent plates or place the vehicle into Non-Operational status.
3. If a POV registration has expired and the vehicle has not gone through inspection, the license plates must be removed from the POV and the owner must register the POV as nonoperational, obtain a new ICC (Insurance Confirmation Card), apply for temporary plates, take the POV through an inspection, and obtain new plates and registration.
4. The vehicle allotment for Married Accompanied members is 3 POV's & 2 Recreational Vehicles. For Married Unaccompanied and Single members the allotment is 2 POV's & 1 Recreational Vehicle.
5. If anything new has changed on your vehicle registration (ID number, Add or Remove drivers, etc.), you can have the old registration updated without a fee.
6. When a Vehicle Registration is renewed you do not have to get a new ESSO card, the card will have an expiration date on front. The date should coincide with DEROS
7. If you will be shipping a vehicle CONUS, we will need the shipping confirmation to complete an appointment. You are able to receive shipping plates from us no more than seven calendar days before vehicle will be shipped. Once your vehicle is ready for pick up stateside you are able to drive on the shipping plates until your final destination.

US Customs

Geilenkirchen NATO Airbase Bld. 84

Hours: Mon - Thurs 0800 – 1600

Fri 0800 - 1400

Closed on GE Holidays

Phone: 02451-9151-4030

DSN: 458-4030

NATO international personnel must use the NATO VAT office.

USAREUR Registry of Motor Vehicles



**NATO Airbase
Geilenkirchen
470 ABS/SF Bld. 297
Hours of Operation:**

**Monday-Thursday
08:30-15:30**

Friday 08:00-12:00

Hours of operation are subject to change due to higher volumes in customers and earlier closure may occur.

*****Last Duty Day of the
Month****08:00 - 12:00******

Closed all German Holidays

Closed 3rd Wednesday for Monthly
Training

Vehicle Registry Phone :
DSN : 458-4476
Civilian: 02451-9151-4476

To Schedule an appointment
Scan Me!!



<https://app.2meters.app/app/470absppvreg>

Vehicles Shipped Outbound To De-Register

- ✓ All required documents listed on the middle page
- ✓ HS plates
- ✓ HS registration
- ✓ Shipping documents/Bill of Lading/Dock Receipt. If using the household goods inventory sheet it must include the VIN.

Optional Shipping Plates: These plates allow you to temporarily drive before you can register it at your destination. All vehicles being shipped must have a current and valid operational registration to qualify for shipping plates/registration. A transaction fee may be required.

- ✓ All documents to De-Register
- ✓ Orders
- ✓ E-Mail confirmation with day/time of shipping appointment (Private Shipping only) (only to issue shipping plates; not to de-register)

Vehicles Shipped Inbound

Vehicles registered less than 90 days in any system may be eligible for a three year registration.

- ✓ All required documents listed on the middle page
- ✓ Must be in country (at Vehicle Processing Center for Gov shipped)
- ✓ Proof of ownership, former title or registration
- ✓ Authorization to Ship from Lien Holder (If Applicable)
- ✓ Shipping documents or household goods inventory (for motorcycle or quad, must include the VIN)
- ✓ Insurance Confirmation Card (ICC)
- ✓ Customs, AE Form 550 (Private Shipping Only)

Temporary To Permanent Plates

- ✓ Temporary Plates
 - ✓ Registration
 - ✓ Passed POV Inspection
- Note:** We do accept German Inspection (TUV, DEKRA, GTU, KUS) in lieu of the US Inspection as long as it has been completed within 30 days. Ask for safety inspection only!

Non-Operational Registration/Renewal

- ✓ All required documents listed on the middle page
- ✓ Plates (if issued)
- ✓ Registration
- ✓ Non-Operational Registration Waiver Letter (if previously Non-Op)

Add Driver/Joint Owner to Registration

- ✓ One of the Joint Owner(s) must be present
- ✓ Name, SSAN and USAREUR License of the additional driver.

Note: Additional drivers are only authorized to get gas. Joint Owners can do additional transactions (like renewals) but **both owners** must be present to sell the vehicle to another DOD ID/NATO card holder

Junking Through MWR

- ✓ All required documents listed on the middle page
- ✓ Lien release (if applicable)
- ✓ Registration
- ✓ Plates
- ✓ Certification of Release/Donation of POV (AE Form 190-1Z)

De-Registering POV Via Selling to Local National/Dealer

- ✓ All required documents listed on the bottom of this page
- ✓ Lien release or permission to sell (if applicable) (only dealer sales)
- ✓ Final Bill of Sale
- ✓ Plates (if applicable)
- ✓ Registration
- ✓ American & German Customs with Form AE 550-175B

Buy/Transfer Vehicles to Another ID Card Holder Buyer/Seller

Insurance Confirmation Card (ICC)

- ✓ All required documents listed on the bottom of this page

Vehicles **REQUIRE** a minimum of 60 days remaining on the registration to maintain current plates and receive the current expiration date. If the vehicle passed inspection in the last 30 days the buyer will receive one or two years from transaction date.

- ✓ Current registration with title portion
- ✓ Lien release or permission to sell (if applicable)

- ✓ Both joint/co-owners need to be present

Note: Both parties need to be present to be signed into the que. The rear plate may need to be brought in to update the inspection sticker. A notarized Power of Attorney can be used for the missing joint or co-owner

Requirements for all transactions

- ✓ Orders/proof of logistical support 1
- ✓ ID Card
- ✓ USAREUR 190-1G (Temp License) or 190-1F License 4,6
- ✓ SOFA Certificate 2 (Yellow privilege card)
- ✓ POV Waiver 3
- ✓ Debit/Credit Card, Check, Money Order for processing fees
- ✓ Insurance Confirmation Card (ICC) (electronic or paper) 4,5,7
- ✓ Motorcycle Safety Card (active-duty only) 6
- ✓ Sponsor must be present for initial registration (spouse can use POA)

(1) First time registration, changing RMV stations, or change in logistical support, contractor must have location and accompanying memo stating where they are stationed

(2) SOFA Certificates required for ALL contractors

(3) Only required if your new POV exceeds the following: Married/Accompanied 3 POV and 2 recreational vehicles. Single or Unaccompanied 2 POV and 1 recreational vehicle.

(4) Not required for Non-Operational Registrations

(5) New insurance cards are required for every plate change except temporary to permanent

(6) To register motorcycles, if getting temp plates for the MSF course we need temp license and course sign up memo

(7) Some companies use electronic insurance cards and push to our systems at 0900, 1100, 1400. However, these times are subject to change and companies will only push certain amounts per day. Other insurance companies provide hard copy cards. The green international form IS NOT proof of insurance for USAREUR.

Expired Vehicles

Do not drive on expired registration. Per AE Regulation 190-1 you can lose your license for up to 90 days. If temp plates are required, you are only authorized two (2) sets of 30 day temporary plates. A third set is only approved by your commander with a memo and receipts stating the required repairs that have been completed to pass the safety inspection. Vehicle repairs must be documented in official capacity and signed by the mechanic, repairs completed (i.e. repaired brake line, replaced tires), vehicle description, and VIN.

A **new** insurance card is required for all license plate changes (except temp to perm). Once you have your temp plates you will have to go to inspection. Once you pass, you will return your temp plates for perm plates.

Expired Temporary & Permanent Plates:

- ✓ All required documents listed on the middle page
- ✓ Plates
- ✓ Registration
- ✓ Insurance Confirmation Card (ICC)
- ✓ Processing fee

Expired Non-Operational Registration:

- ✓ All required documents listed on the middle page
- ✓ Registration
- ✓ Processing fee
- ✓ Non-Operational Registration Waiver Letter

Power of Attorney/Agent Owner

Per AE Regulation 190-1

3-1 e. A general or special power of attorney (POA) will be accepted to register a POV only if the grantee is the spouse of the registrant or registered co-owner.

3-6 c. (2) If either the sponsor or the spouse is absent when a POV is to be transferred, either a notarized bill of sale or a valid POA (only between spouses) is required to enable the spouse who is present at the FRS to complete the transfer.

3-6 c. (3) A person wishing to delete his or her name from joint ownership, but who cannot be at the FRS in person at the time the change is to be effected, must provide the joint owner a notarized statement or a POA.

3-9 a. If one of the owners cannot be present, the joint or co-owner conducting the transaction must have a POA or a notarized bill of sale from the absent owner.

3-9 b. Persons transferring a POV on behalf of another must apply for a POA at the FRS and be listed on AE Form 190-1A as "agent."

3-11 c. Deployed U.S. Forces personnel (verified with deployment orders or memo from command) may add a non-Family member as an additional driver to their registration for the purpose of vehicle care using a special POA. The person added must be a member of the U.S. Forces or the civilian component with full logistic support. The deployed person will provide the additional driver the old registration, deployment orders, and a copy of the POA. The additional driver must pay the fee for replacement documents to show his or her name.

3-22 a. If an owner is unable to dispose of a POV before departing, the individual's unit cdr will appoint an agent to dispose of the vehicle. The agent must be at least one grade above the owner. The agent will be granted special POA (AE Form 190-1AD), which will be valid for 90 calendar days. A copy of the agent's appointment orders will be attached to the agent-owner registration.

3-22 b. Only AE Form 190-1AD, witnessed and dated at the FRS or the local staff judge advocate (SJA) office, is an acceptable POA. A person may be an agent for only one POV at a time. The use of an agent in no way relieves the owner of the responsibility to ensure proper disposition.

3-22 c. A POA is granted when both the owner and the agent appear at the FRS or the local SJA office and complete AE Form 190-1AD in the presence of the station clerk.

Last Updated 04 Nov 2022 by SSgt Jastin B. Stricker, USAF
(supersedes previous versions)