

Required Items Checklist:

Register a Vehicle Bought on local economy

- ID Card
- U.S. Forces Certificate of License or Temporary U.S. Forces Certificate of License (AE Form 190-1G)
- Mechanical Inspection within 30 days. Application must be stamped by on-post inspection station. If using German TUV, vehicles year, color, make, model and chassis (VIN) number must be on their form
- Proof of German Insurance – Insurance Confirmation digitally sent in (USAA, Mirascon) or Insurance Confirmation Card from an approved Insurance company. Proof of Insurance cannot be older than 120 days
- Bill of sale from owner listing year, color, make, model and chassis (VIN) number, signed by buyer and seller
- For German specification vehicles, the German title book (Fahrzeugbrief) and de-registration (Ausserbetriebsetzung) marked on German registration (Zulassungsbescheinigung) **Note: Date of de-registration must be within 6 months or a letter from the German DMV is required**
- For US specification vehicles, Customs clearance (AE Form 550-175A)
- Application for Motor Vehicle Registration (AE Form 190-1AA)
- POV limit waiver (AE Form 190-1AG) approved by the Director of Emergency Services if you are over your allowed POV's IAW AE 190-1
- Credit/Debit Card, Check or Money order for registration payment (\$35 per year of registration. A max of 2 years is allowed for vehicles 9 years old or newer only)

NOTE:

- **SPONSOR must be present if the registration does not list a Joint Owner. A Dependent Spouse can register a vehicle if they have a Power of Attorney authorizing the registering of vehicles**
- **If this is your first registered vehicle the following is needed: Copy of Orders or Official Documents assigning to Germany with logistic support authorized for Service Members and DOD Civilians. Contractors must bring Passport with SOFA card (ID Card expiration date must match the date on the SOFA card).**

Hours: Mon-Fri: 0730-1530 (**Last customer served at 1500**)

Closed the last working day of the month for inventory

Closed on German and American Holidays