

## Required Items Checklist:

### Plate Destruction / Turn in

- ID Card
- License Plates from Vehicle
- If sold to Local National a Bill of Sale is required, Customs Clearance (AE Form 550-175B) is required with Blue Stamp by German Customs Office
- If donated to MWR, Top copy of Registration (AE Form 190-1A), Donation Letter and receipt from MWR
- If vehicle has Lien, Lien release letter is required
- Vehicle sold to off post commercial dealership, letter from Lien Holder authorizing sale or Lien release letter is required if applicable. Customs Clearance (AE Form 550-175B) is required with Blue Stamp by German Customs Office. Bill of sale. Contact local Vehicle Registration office for any questions DSN: 548-7815

#### **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**

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