

Required Items Checklist:

Appointing an Agent to Operate, Sell, Ship or Dispose of POV

Note: An Agent can only be appointed by the Sponsors Unit Commander and must be one pay grade higher than the current Owner. A signed Memorandum is needed from the Unit Commander. See example on next page. Dependent Spouses are not authorized to be Agents.

- Both Owner and Agent must be present at time of transaction
- ID Card
- U.S. Forces Certificate of License or Temporary U.S. Forces Certificate of License (AE Form 190-1G)
- Memorandum from Unit Commander Appointing Agent (see example on 2nd page)
- AE Form 190-1AD-R (Special Power of Attorney to Operate, Register, Sell or Otherwise Dispose of a POV) Filled out at Vehicle Registration
- AE Form 190-1AF (Agent's Responsibilities) Filled out at Vehicle Registration
- POV limit waiver (AE Form 190-1AG) approved by the Director of Emergency Services, if Agent will exceed total number of allowed vehicles IAW AE 190-1
- Current Registration must have at least 90 days remaining on it. (If registration does not have 90 days remaining; vehicle needs to be inspected and complete a registration renewal)
- \$35 payment with Credit/Debit Card, Check or Money order for Agent/Owner registration

Note: Insurance must remain active in original owners name until vehicle is Sold, Shipped or Disposed of.

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

Organization Letterhead

OFFICE SYMBOL

DATE

MEMORANDUM THRU Director, USAG Wiesbaden Directorate of Emergency Services (IMWB-ES), Unit 29623 Box 45, APO AE 09005

FOR USAG Wiesbaden Vehicle Registration Office (IMWB-ES), Unit 29623 Box 45, APO AE 09005

SUBJECT: Agent Duty Appointment

1. Justification for why the need for an Agent is necessary.
2. RANK/MR/MS/MRS, Last Name, First Name Middle Initial, DOD ID Number – 0000000000 is appointed as an Agent for RANK/MR/MS/MRS, Last Name, First Name Middle Initial, DOD ID Number – 0000000000 for the below listed vehicle.

Year:

Make:

Model:

Color:

Chassis/Vin:

3. (AGENT NAME) has been briefed and understands that he/she will *select one* SELL, SHIP or otherwise dispose of the above listed vehicle before the expiration of the 90 day registration and that the registration will not be extended.
4. Point of contact information.

**COMPANY COMMANDER / GS-12
EQUIVALENT-LEVEL SUPERVISOR
SIGNATURE BLOCK**

***For Reference please see AE REG 190-1, 22 September 2016 in paragraph 3-22**