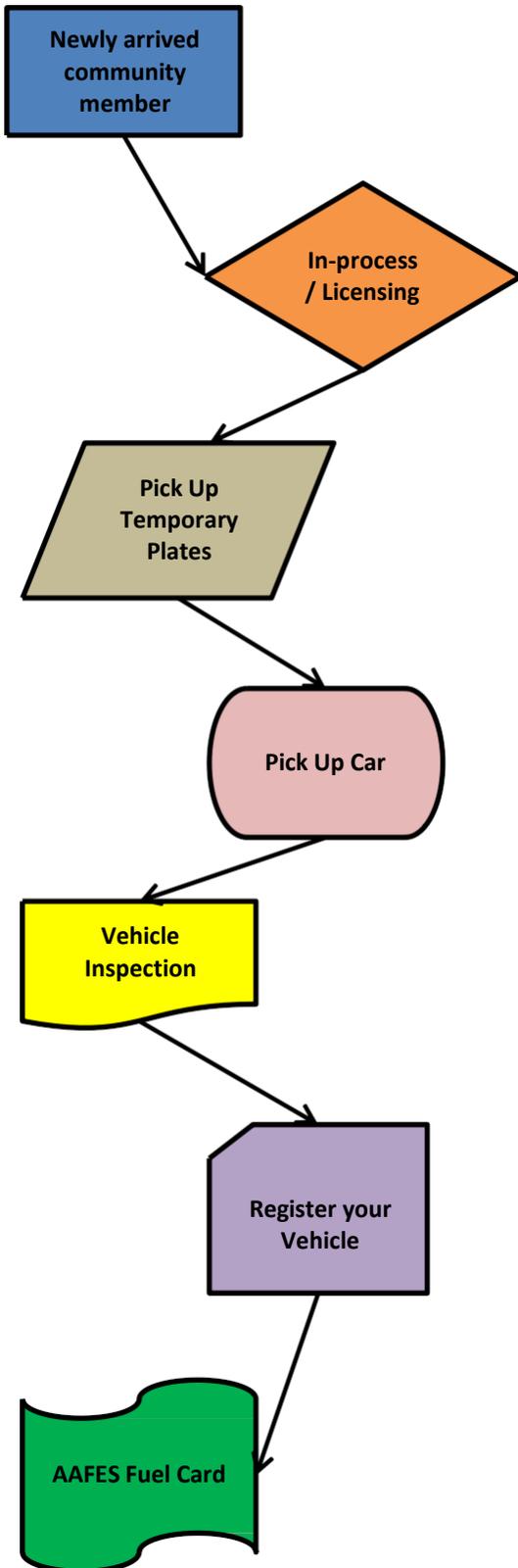


# NEWCOMER Vehicle Registration Flow Chart



When you arrive in Germany, the in-processing center will schedule your date to test for your USAREUR license. Test booklets are provided at the Central Processing Facility or are available online at:

[http://www.hqusareur.army.mil/rmv/drivers\\_handbook.htm](http://www.hqusareur.army.mil/rmv/drivers_handbook.htm)

After receiving notification that your POV has arrived, you can go to Vehicle Registration at Bldg. 301 (Tower Barracks) to pick up temporary tags to move your car from the POV lot to vehicle inspection. You will need to bring:

- Shipping documents
- Orders
- Stateside registration or title
- ID card and USAREUR license
- Proof of insurance
- \$30 (check/money order/credit card only, no cash)

Your vehicle must be in country to receive tags!

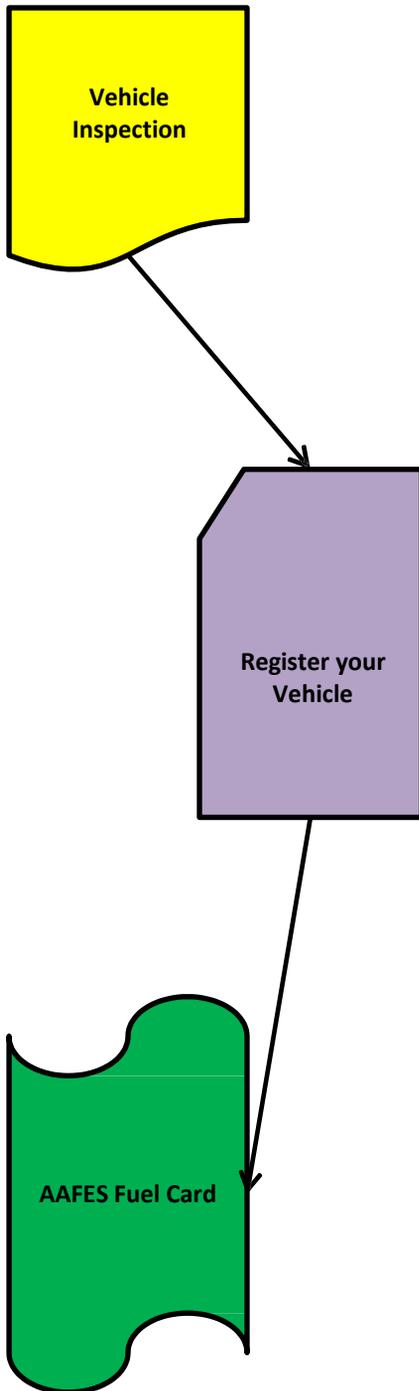
Once you have placed your temporary tags on your vehicle, you may proceed immediately or the option of up to 30 days to register and receive permanent tags. The USAG Bavaria vehicle inspection point is located at Tower Barracks Bldg 301. Wait in line, where an inspector will check your vehicle for deficiencies. Once you have passed inspection, you may proceed to the second floor of Bldg. 301, where a vehicle registration clerk will process your vehicle for permanent tags.

Since you have already submitted orders and shipping documents, you will only need the following to receive permanent tags:

- Vehicle inspection sheet (provided by the inspectors)
- ID card and USAREUR license
- Temporary registration and tags
- Application for registry (AE 190-1A)

Congratulations! You have now registered your USAREUR vehicle. Before you can truly enjoy your time in Germany, though, you must go to the AAFES PX (either in Tower Barracks or Rose Barracks) to receive your fuel rations card. Simply take your registration to customer service, and an AAFES representative will have you on your way to traveling locally and throughout Europe.

# Re-Registration & Transfers Vehicle Registration Flow Chart



Approximately 75 days before your vehicles registration expires, you will receive a notification through your community mailroom box. Once you have received your notice, take your vehicle and form to Bldg. 301 in Grafenwoehr, at the ground level, to have your POV inspected. Once you have passed inspection, take the form, completed by the inspector to the second floor of Bldg. 301 to register the vehicle.

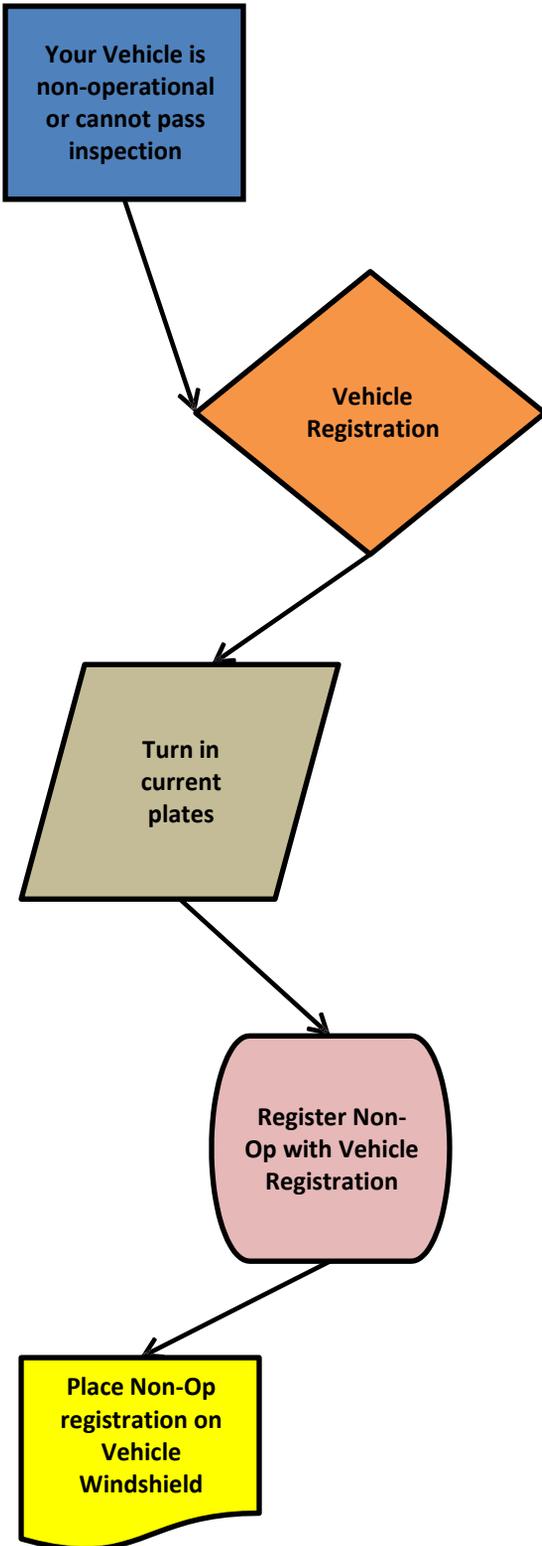
**Note:** If you transferred from another USAREUR APO address, you will need new plates and insurance card.

Since you are re-registering your USAREUR-plated vehicle, you are already in our system and should only need the following documents to re-register your vehicle's permanent tags:

- Vehicle inspection sheet (completed by the Inspectors)
- ID card and USAREUR license
- Application for registry (AE 190-1A)
- \$30 (check/money order/credit card only, no cash)

**Congratulations!** You have now re-registered your USAREUR vehicle. Your fuel card should still be valid, but to be certain, check your AAFES fuel card to see if the card has expired. If it is about to expire, you will need to re-apply for your fuel card. If the card is still valid, we wish you happy travels throughout Germany!

# NON-OPERATIONAL Vehicle Registration Flow Chart



This type of registration is provided for POVs that have no license plates and not being driven, but must still be registered in our system. POVs cancelled for lack of proof of insurance, failure to re-register or cannot pass the mechanical safety inspection must also be registered as non-operational. The plates must be turned-in.

Take your current USAREUR issued license plates to the USAG Bavaria Vehicle Registration Office, located at Bldg. 301, Tower Barracks.

Once you have turned in your USAREUR issued license plates, the registration clerks at Bldg. 301 will assist you in finalizing your process of registering your vehicle in a non-operational status. Non-operational status is only good for 3 months at a time.

You will need the following items in order to complete this transaction:

- ID card
- Credit card/check/money order for \$30
- AE form 190-1AA (available at Vehicle Registration)

Once complete, the vehicle registration clerk will issue you a non-operational registration, which should be placed on the inside, bottom left of your vehicle's windshield, in order to provide proof to the military police that your vehicle is indeed registered.

# Deregistration Vehicle Registration Flow Chart

## Transfer to a German owner or junkyard



Once you have either sold your car to a local national, or taken your vehicle to a junkyard for scrapping, you must retain a bill of sale or receipt from the junkyard or buyer. Remember to remove the USAREUR license plates from your vehicle when you conduct your transfer.

After completing your bill of sale, or getting a receipt from the junkyard, you must proceed to Bldg. 621, Room 102 in order to complete the proper U.S. Customs paperwork. If you have sold a vehicle to a local national, you will receive a customs clearance form; if you have taken your vehicle to a junkyard to be scrapped, you will receive a memorandum. These forms must then be taken to vehicle registration.

After completing your first two steps, you may now proceed to vehicle registration. You will need the follow documentation:

- Bill of Sale/receipt from junkyard
- Current vehicle registration paperwork
- USAREUR license plates
- Customs paperwork
- Lien Release, if financed

# Deregistration Vehicle Flow Chart

## Transfer to an ID Card Holder

Inspection if  
vehicle being  
sold is 10 years  
+ older

If the vehicle is 10 years or older, it will need to be re-inspected prior to the transfer. Inspection cannot be older than 30 days on the day of transfer. If vehicle cannot pass inspection, the buyer will need non-operational approval from their commander and the MP station.

Visit Vehicle  
registration in Graf

All owners listed on the current registration and the buyer must be present during the time of transfer.

What buyer will  
need

You will need the follow documentation:

- Orders
- Insurance
- ID card and USAREUR license
- Credit card/check/money order for \$30
- Lien Release, if financed