

(Print all information in block letters)

REQUEST FOR TRANSPORTATION SERVICES OUTBOUND POVS (RTS-OB) - SPAIN

Name: _____
Last First MI Rank SSN

POV Details: _____
Make Model Body Type/Doors
(2DR/4DR/VAN/SUV/JEEP/PICKUP/MOTO)

Year: _____ Color: _____

VIN Number: _____

Spanish License Plate Number (Registration): _____

Present Duty Station: _____

Contact Phone: _____

New Duty Station: _____ Stateside Address: _____

Phone: _____ Phone: _____

Destination VPC: _____

Shipment of your POV is authorized to the VPC closest to your New Duty Station. If shipment to another VPC is requested, alternate port charges may apply.

DOCUMENTS REQUIRED:

- | | |
|---|---|
| _____ Drive Out Letter From Vehicle Registration | _____ RI / ICI Contract Agreement
(If Applicable – Non Conforming POV) |
| _____ 5 PCs orders plus any Amendments | _____ Non Op POV Authorization
(If Applicable) |
| _____ Power of Attorney, for customers acting
on behalf of the POV owner | _____ DD 139 or DD 1131 when applicable
(POV's over 20 MT or Alternate Port Charges) |
| _____ Keys to Every Lockable Compartment | |

Please see reverse for the list of car accessories, personal items, which may be shipped with your POV and special requirements of the condition of the POV and documents needed at time of turn-in.

I have read the reverse side of the Request For Transportation Services (RTS) Outbound POV Form and the requirements and conditions are fully understood and accepted. The time and date of turn in is agreed.

I understand that the shipment of a POV in excess of my entitlement will result in a collection by the Government for all excess costs incurred.

I have been briefed of precounseling drop-off procedures.

SCHEDULED TURN IN DATE: _____

TIME: _____

CUSTOMER SIGNATURE

PLACE AND DATE

PRECOUNSELING DROP-OFF PROCEDURES

The shipment of a POV at Government expense is limited to POV's, which do not exceed 20 measurement tons (MT). If a vehicle is determined to exceed 20 MT's, excess charges will apply.

Non operational POV's can only be shipped if it can be moved both forward and reverse, brakes are fully operational including emergency brake, vehicle has no leaks and there is nothing hanging from the vehicle. The TMO Representative will prepare a Memorandum From Commander, which verifies all points and authorizing shipment.

Vehicles cannot contain more than ¼ tank of fuel at time of turn in to the VPC.

EXPORT DOCUMENTATION REQUIREMENTS

1. **DRIVE OUT LETTER – EXPORTATION OF POV – Document must be obtained from your Vehicle Registration Section, Security Department prior to POV Turn-In.**

REQUIRED CLEANLINESS OF THE POV, IN ORDER TO MEET U.S. DEPARTMENT OF AGRICULTURE REQUIREMENTS:

1. The interior and exterior of your POV must be free of all dirt, soil, mud, insects, etc., Please clean both the inside and outside as well as the undercarriage and around the wheel wells and inside the bumper frames.
2. Please clean under the hood, around the seals as well, as the engine compartment. Remove all seed product, leaves, hard dirt, bugs and spider webs from the engine compartment. Make sure there are no leaves, spider web or dirt between the door hinges. Please remove your spare tire from the spare tire compartment, clean spare tire and spare tire compartment. ****NOT CLEANING YOUR VEHICLE APPROPRIATELY CAN CAUSE REJECTION OR DELAY AT TIME OF TURN-IN****
3. All garbage, personal effects, etc. must be removed from the vehicle. Only authorized items will be allowed to remain with the POV during shipment.

LIST OF CAR ACCESSORIES AND PERSONAL ITEMS WHICH MAY BE SHIPPED WITH YOUR POV:

1. The customer will ensure that only authorized articles remain in the POV when it is turned in for processing. All household items and camping equipment are to be removed from the POV. Tool boxes and tools may not exceed the value prescribed by the individual military service regulations (usually a maximum of two hundred dollars). Stereo equipment must be factory installed / permanently affixed to the vehicle.

The shipment of flammable or hazardous material, including flares, aerosol cans, oils, waxes, solvents, and polishes are highly prohibited and **MUST** be removed prior to turn in.

- a. Vehicular tools and accessories, specifically jacks, tire irons, tire chains, fire extinguisher, jumper cables, first aide kit, warning triangle and basic hand tools can be shipped, as long as all items can fit in the accessory carton provided by the VPC.
- b. Portable Crib or children's car seats, both permanent and removable. POV's destined for Hawaii or Guam is authorized only a permanent crib or car seats due to Ocean Tariff restrictions.
- c. Small items such as thermos bottles, bottle warmers, car cushions and similar items for the comfort or convenience of the member during long motor trips to and from the port are allowed, as long as all items can fit in the accessory carton provided by the VPC.
- d. Spare tire

NON CONFORMING VEHICLES -

Motor vehicles less than 25 years old must comply with all applicable Federal Motor Vehicle safety standards to be imported permanently into the U.S. There should be a DOT certification label, **by the Manufacturer**, affixed in the frame area of the driver's side door. A vehicle without this label must be imported as non-conforming. **If the label indicates a company or individual name, rather than the actual Manufacturer, clarification of U.S. specifications, will need to be made prior to shipment into the U.S.**

If a vehicle is at least 21 production years old, there are no EPA compliance requirements upon importation into the U.S. (with exception to the State of California). The age of the vehicle is determined by subtracting the calendar year of manufacture from the calendar year of importation. If the vehicle was manufactured to meet U.S. EPA requirements, there will be an EPA certification label, **by the Manufacturer**, affixed in the engine compartment stating that the vehicle meets U.S. EPA standards. Vehicles lacking this certification must be imported as non-conforming.

Please note – The State of California does not recognize the EPA exemption. Please contact a RI / ICI for details and requirements concerning non conforming vehicles, planned to be registered and Titled within the state of California.

For the shipment of a non conforming vehicle, at Government expense, you must provide a copy of a contract completed between yourself and an Independent Commercial Importer (ICI) License holder or Registered Importer (RI) License Holder, stating that there is a compliance and conversion agreement. Either of these companies must be located in the vicinity of the final destination VPC, you are authorized shipment to. Any excess costs resulting from the inland movement to an ICI/RI facility, that is beyond the area of your entitlement will be at your expense.