

## Required Items Checklist:

### Temporary Registration

FOR FIRST TIME REGISTRATION OF SHIPPED VEHICLE SEE "REGISTER A VEHICLE SHIPPED FROM THE U.S. OR OTHER NATO COUNTRY" CHECKLIST

**NOTE: POVs that do not pass the mechanical inspection will be registered as nonoperational. Temporary plates will not be issued more than twice for the same vehicle during a 90-day period. POV owner's chain of command must give the applicant written approval authorizing a third set of temporary plates (see attached 3<sup>rd</sup> temp memo example). The POV owner must provide documentation of repair to be authorized an additional set of temporary plates.**

- ID Card
  - Current License Plates if applicable
  - U.S. Forces Certificate of License or Temporary U.S. Forces Certificate of License (AE Form 190-1G)
  - \$35 payment in Credit/Debit Card, Check or Money order if vehicle has permanent License Plates. Pays for Non-Operational Registration
- Once vehicle is placed into Non-Operational status, Temporary License Plates can then be issued with steps below.
- If vehicle is currently in Non-Operational Status only follow steps below.
- 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
  - If requesting 3<sup>rd</sup> Temp Tag, Commander Memo is needed
  - POV limit waiver approved by the Director of Emergency Services if you are over your allowed POV's IAW AE 190-1
  - \$35 payment with Credit/Debit Card, Check or Money order for Temporary Registration payment

**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-Thurs: 0745-1200, 1300-1545 "Last customer served at 1530"

Fri: 0745-1200, 1300-1530 "Last customer served at 1515"

Closed at 1200 the last working day of the month for inventory. Closed German and American Holidays

For more information visit: <http://www.stuttgart.army.mil/services-vehiclereg.html>



DEPARTMENT OF THE ARMY / AIR FORCE  
UNITED STATES ARMY GARRISON XXXXXXXXXX / SQUADRON  
UNIT XXXXXXXXXX / BASE NAME  
APO AE 09XXX

OFFICE SYMBOL

DATE

MEMORANDUM FOR RECORD

SUBJECT: Authorization for Temporary License Plates (3<sup>rd</sup> Issue)

1. Issue concerning why the issue of a 3<sup>rd</sup> set of Temporary License Plates are needed.
2. RANK/MR/MS/MRS, Last Name, First Name Middle Initial, DOD ID Number - 0000000000 requests a 3<sup>rd</sup> set of Temporary License Plates for the following vehicle:

Year:  
Make:  
Model:  
Color:  
Chassis/Vin:

3. All repairs are completed and the vehicle needs to be inspected.
4. RANK/MR/MS/MRS, Last Name, First Name Middle Initial, DOD ID Number - 0000000000 will complete his/her vehicle inspection and registration for permanent plates by DD MMM YY.

OWNER - SIGNATURE  
OWNER - PRINTED NAME

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

**\*IF REQUIRED BY YOUR COMMUNITY\***

**PROVOST MARSHAL / CHIEF OF SECURITY FORCES  
SIGNATURE BLOCK**