

HQ USAREUR Vehicle Registry
Unit 29230
APO AE 09136
Customer service email: usarmy.sembach.usareur-af.mbx.rmv-css@army.mil

INFORMATION FOR STORED VEHICLES AT COMPANY MOTOR POOLS

- Vehicles **MUST** be stored under lock and key and cannot be accessed by the general public
- The validity of the current USAREUR vehicle registration **MUST** be verified by the command prior to the vehicle being accepted into storage.
- Vehicles with expired registrations (for any reason), temporary plates, and export plates (QQ) do not qualify and cannot be accepted into storage.
- Only vehicles with an active permanent registration (GERMAN STYLE LICENSE PLATES & ACTIVE NONOPERATIONAL REGISTRATIONS) can be placed into a storage status.
- Any vehicles found outside of the storage facility can have action taken against them by Military Police.
- Once all the vehicles have been placed into storage, the command can email the memorandum for record and deployment orders to our customer service at: usarmy.sembach.usareur-af.mbx.rmv-css@army.mil.
- Soldiers **MUST** be briefed that no POV's will be released to them upon their return without first providing a new Insurance Confirmation Card (ICC) to their vehicle registration office and being provided a new registration document with their new expiration date and marked with:
***** RETURN FROM DEPLOYMENT ***.**

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

OFFICE SYMBOL

DATE

MEMORANDUM FOR: Registry of Motor Vehicles (RMV)

SUBJECT: POV Storage for deployed soldiers

1. The Soldiers listed below are deploying to XXXXX for a NATO mission. All vehicles listed below are stored in the company motor pool (BLDG XXXX, XXXXXX KASERNE, XXXXX, GERMANY) under lock and key and there is no access to the general public.
2. Soldiers requesting storage of their POV's

Rank	Last Name	First Name	Unit	Last 4 SSN	License Plate	Registration Exp.
SPC	DOE	John	HHC XXXX	XXXX	ASAA123	DDMMMYYYY

3. Soldiers listed above deploy on DD MMM YYYY and redeploy DD MMM YYYY.
4. The validity of the current USAREUR vehicle registration has been verified by the command prior to the vehicle being accepted into storage.
5. Soldiers have been briefed that no POV's will be released to them upon their return without first providing a new Insurance Confirmation Card (ICC) to their vehicle registration office and being provided a new registration document with their new expiration date and marked with *** RETURN FROM DEPLOYMENT ***.
6. The point of contact for this memorandum is RANK XXXXX at DSN: XXX-XXXX.

UNIT COMMANDER
SIGNATURE BLOCK