

Privately Owned Vehicle (POV) Export Checklist

Current as of 19 Mar 2013

SHIPPING A PRIVATELY OWNED VEHICLE TO QATAR				
NO	ITEM	Yes	No	N/A
1	Vehicles may be shipped that are standard-sized POVs. If you have an oversized vehicle, please use the Defense Transportation Regulation Part IV, Personal Property (Attch K3) guideline to ensure it will not exceed specifications. Link: http://www.transcom.mil/dtr/part-iv/dtr_part_iv_app_k_3.pdf			
2	Qatar forbids right-hand drive vehicles, dark tint, and the vehicle must not have been manufactured more than 5 years at the time of Qatari registration			
3	You may ship vehicle tools not to exceed \$200, jumper cables, first aid kit, fire extinguisher, one spare tire, and a warning triangle. Speakers, audio, or video equipment must be bolted down or fixed as a permanent part of vehicle.			
4	TVs, DVD players, VCRs, and any other accessory not factory or permanently installed, may not be shipped in POVs. Additionally, all flammable or hazardous substances or pressurized cans must be removed. Citizen Band radios are not authorized in Qatar.			
5	Ensure your POV does not have an unresolved "Recall Notice" from the manufacturer.			
6	Ensure your POV contains no more than one-fourth tank of fuel (gasoline or diesel).			
7	Turn off, or otherwise disconnect, installed auto alarms or anti-theft devices prior to turn-in.			
8	Have in your possession a complete set of keys, to include gas cap and wheel lock keys upon delivery to the Vehicle Processing Center (VPC). Retain a complete set of duplicate keys and have them with you when you pick up your POV. Valet keys will not be accepted.			
9	Make sure your POV is in a safe and operable condition when you turn it in at the VPC. POV brakes must function properly to include the parking brake.			
10	Make sure your POV is clean. Dry-vacuum only. Empty all pockets and compartments.			
11	CONUS and OCONUS POV processing hours of operation can be found at http://www.transcom.mil/dtr/part-iv/dtr_part_iv_app_k_3.pdf . The VPC is closed on weekends, Federal Holidays and local/Host Nation Holidays. It's highly recommended you call in advance and arrive at the VPC by 1500 hours to ensure processing is completed on time.			
12	Provide written approval from the leasing or lien-holder authorizing export on company letterhead.			
13	Have a valid set of orders/amendments.			
14	Have in your possession proof of vehicle ownership (title or registration).			
15	Have a certified Power of Attorney or letter of authorization from the Service member designating someone to act on their behalf if applicable.			
16	Ensure your designated agent has proper Government/State issued identification and all other documentation required to ship your POV.			
17	Provide a destination address, phone number and/or electronic mail address where you may be notified that vehicle is ready for pickup.			
18	A VPC inspector will conduct a joint inspection of your POV with you. When the inspection is completed, you and the inspector will sign the DD Form 788, Private Vehicle Shipping Document for Automobile.			
19	You will be provided a legible copy of the DD Form 788 or commercial equivalent as a receipt for your POV. You will also be provided claims documentation for any damages incurred to your POV. It is very important to keep these documents with you for arrival of your POV in Qatar.			

For further questions, contact AUAB TMO at DSN 318-436-0840/41 or e-mail: 379ELRS.paxtravel@auab.afcent.af.mil