

Qatar POV Shipment Process Checklist

Current as of 26 April 2016

Steps	Steps to ship POV out of Country (Qatar)	Check
1	<p>SM must bring the following documents to the ITO 60 days prior to DEROS:</p> <ol style="list-style-type: none"> 1. Copy of Orders 2. Copy of front and back of CAC 3. Copy of Passport (if you do not have CAC) 4. DOD/CIV: Resident Permit or Multi entry visa 5. Copy of vehicle title 6. Lender letter of authorization for release and vehicle registration if no title 	
2	<p>ITO will process the following forms for shipment (SM must be present at office during the process) 45-60 days prior to DEROS</p> <ol style="list-style-type: none"> 1. DD Form: 1299 (Personal Property Shipment Application) 2. DD Form: 1797 (Counseling Checklist) 3. DD Form: 1252 (U.S. Customs Declaration). 	
3	<p>ITO will submit a General Headquarters Qatar (GHQ) waiver form to HNCC to provide an EXPORT waiver for POV shipment out of Qatar. (GHQ takes up to 30 days for approval)</p> <p>After a copy of the GHQ approval is received, the SM will receive a shipping date for their vehicle from the ITO</p>	
4	<p>10 days prior to the shipping date the SM must deregister their POV with the Qatari Traffic Dept.</p> <p>Purchase export insurance from a local insurance company 10 days prior to your shipping date, nearest insurance company is QIC, location is Villagio Mall (phone # 44922021), estimated cost (100 QR) Saturday through Thursday: 10.00 am 10.00 pm</p>	
5	<p>Prior to taking the POV off base to process the export certificate, POV owner must ensure they generate a temporary vehicle access pass for POV based on VIN #, not license plate number, in order to ensure there are no problems accessing CAS after their Qatari license plates are surrendered to the Qatari traffic department.</p>	
6	<p>Drive the POV to Qatari Traffic dept. in order to place export license plates on the POV and receive export certificate. Location is; Khalifa Street, Doha, Qatar, Hours: Open Sunday - Thursday 7:00 am – 4:00 pm. Cost 250 QR. This process will take approximately 2 hours. For issues or concerns please contact Hani Abukishk at 432-2413 or 4460-8315</p>	

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7	<p>Within 48hrs after deregistering your vehicle it must be to the ITO at Bldg 110</p> <p>SM will assure the POV is clean and has a maximum ¼ tank of fuel before shipping.</p>	
8	<p>ITO will conduct a POV inspection with the SM present, using DD Form 788 before the POV is loaded into the container and sealed.</p> <p>CRSP will coordinate packing and shipment of POV to port 48hrs before ship date.</p>	

DISCLAIMER: The information provided in this document is an approximate time measure. The estimated time to begin the planning process is at minimum 60 days prior to DEROS. The shipping and delivery process is estimated at 45 days. If you require that your vehicle be available when you reach your destination, 45 days is the planning factor that must be considered, starting with the delivery date after deregistration. Unforeseeable events may delay the vessel, therefore delaying delivery. Coordination of alternate transportation means and expense are the service member's responsibility during wait time prior to delivery.