



#### WHO IS ELIGIBLE TO SHIP?

You are eligible if you are a Department of Defense or Department of State Member or DOD employee undergoing a PCS, either to or from OCONUS provided:

- Your Host country allows import of your POV and meets all basic host country requirements - see the PPCIG
- Your orders do not otherwise restrict shipment or storage

#### VEHICLE RECALLS

IAW DTR K3 (Section O 1a) **PRIOR** to turn in, Members are responsible for ensuring their vehicle **DOES NOT** have an unresolved "Recall Notice". **Service members MUST provide documented proof to the OVPC that there are NO OPEN RECALLS during turn-in before the vehicle will be accepted for shipment.** If the recall cannot be corrected due to a lack of parts from the Original Equipment Manufacturer or due to a lack of mechanical ability in the geographical area, Service Members should contact their servicing VPC for assistance on how to ship their vehicle. Open recall notices can be found at the following link:

<https://vinrcl.safercar.gov/vin/>. Service members should print a report (**documented proof**) from the SAFERCAR webpage on the status of recalls associated with their vehicle.



## QUESTIONS?

#### K-3: Shipping Your POV

[http://www.ustranscom.mil/dtr/part-iv/dtr\\_part\\_iv\\_app\\_k\\_3.pdf](http://www.ustranscom.mil/dtr/part-iv/dtr_part_iv_app_k_3.pdf)

#### K-4: Storing Your POV

[http://www.ustranscom.mil/dtr/part-iv/dtr\\_part\\_iv\\_app\\_k\\_4.pdf](http://www.ustranscom.mil/dtr/part-iv/dtr_part_iv_app_k_4.pdf)

#### PPCIG: Personal Property Consignment Instruction Guide

<https://tops.ppcigweb.sddc.army.mil/ppcig/menu/query/country.do>

#### IAL VPC Location & Specific Requirements

<https://www.pcsmypov.com/locations>

#### IAL WEBSITE Detailed Information & Links

[www.PCSmyPOV.com](http://www.PCSmyPOV.com)

#### CUSTOMER SERVICE

[customerservice@ialpov.us](mailto:customerservice@ialpov.us)



**GLOBAL PRIVATELY OWNED  
VEHICLE CONTRACT III (GPC III)**

**SHIPPING/STORING  
YOUR POV  
\*CONUS\***



*Thank you for your service!*

## **PURPOSE**

This pamphlet provides the Service Member as well as TMOs, JPPSOs, and PPSOs with the basic information to ship / store a POV via USTRANSCOM's Global Privately Owned Vehicle Contract (GPC III).

**More detailed information is available via the several publications/websites listed on the back page of this pamphlet.**

## **DOCUMENTATION REQUIRED:**

- ⇒ Complete set of orders with all amendments
- ⇒ **If POV is owned** - Legible copy of your title (front and back) or registration. Refer to the **Defense Transportation Regulation, Attachment K3, Part IV, Section O.1.g** for particulars
- ⇒ **Vehicles with Liens**- To ship or store outside of the United States, the Service Member must provide a registration and a signed and dated Lien-Holder Authorization letter, on company letterhead, from your lien holder authorizing the export of your vehicle. Please contact your lienholder to obtain this document. Refer to the **Defense Transportation Regulation, Attachment K3, Part IV, Section K** for specifics. **NOTE:** NOT REQUIRED for transport to / from CONUS and Alaska, Hawaii, Puerto Rico, the US Virgin Islands, and the Northern Mariana Islands
- ⇒ Contact information for you and an emergency contact

## **DOCUMENTATION REQUIRED:**

- ⇒ **Leased Vehicles**- To ship or store outside of the United States, the Service Member must provide a registration and a signed and dated letter, on company letterhead, from the leasing company authorizing the export of your vehicle. Refer to the **Defense Transportation Regulation (DTR), Attachment K3, Part IV, Section K**. **NOTE:** NOT REQUIRED for transport to / from CONUS and Alaska, Hawaii, Puerto Rico, the US Virgin Islands, and the Northern Mariana Islands
- ⇒ **To Ship/Store a POV that is registered in a Spouse's name you must refer to <https://www.pcsmypov.com/TurnIn> for specifics**
- ⇒ **If service member or authorized spouse is not turning vehicle in** - a **Power of Attorney** or **Notarized Letter** stating the representative is authorized to act on your behalf. The representative must present all documentation as required
- ⇒ **STORAGE:** If you are restricted from Shipment you may be eligible to store your POV. You must provide all above required documentation **PLUS** a Storage Letter of Authorization from your Installation Transportation Office (ITO) Please see your local office prior to coming to your VPC. Refer to DTR K-4 Storing Your POV for all other requirements
- ⇒ **Department of State Members shipping to embassy, consulate or mission also require**
  - ◇ **Title** – Copy from bank if not owned (Front and back)
  - ◇ **Passport** – Valid with photo & data page



## **Save time by making an appointment to turn in your POV**

### **VEHICLE PREPARATION**

#### **PRE - INSPECTION**

**Prior to in-processing your POV, a VPC representative will pre-inspect your POV. It must meet these basic requirements:**

- ⇒ Be in **safe and operable condition**
- ⇒ **Recalls** - please see specific information inside this pamphlet
- ⇒ **FUEL LEVEL** – ¼ tank of gas or less
- ⇒ **BRAKES** – pedal and emergency 100% operational
- ⇒ **Cleanliness of vehicle exterior and interior** – To avoid being delayed at time of turn-in please refer to the IAL web site <https://www.pcsmypov.com/TurnIn> for the cleanliness standards
- ⇒ **WINDSHIELD** – No cracks or chips on window that may affect safe visual operation or that may result in additional damage to vehicle.
- ⇒ **LEAKS** – No leaks
- ⇒ **WHEEL LOCK LUG NUTS** – provide wheel lock key if equipped
- ⇒ **Keys** - Complete set of keys for all lockable compartments in the vehicle. No valet keys accepted.
- ⇒ Non-factory alarms are disabled

#### **Top reasons for turn in delays at VPCs**

- **Too much fuel**
- **Vehicle not clean per standards**
- **Documentation not complete**
- **Late for appointment**
- **Recall not corrected**
- **PPCIG requirements not checked**