



**Defense Personal Property System (DPS)  
Country Instructions  
Spain  
May 2022**

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## **WEIGHT RESTRICTIONS**

- Accompanied Tour personnel for all Services: - Full JFTR weight allowance (par.U-5310-B) is authorized for all branches of service.
- Unaccompanied enlisted personnel in grades of E-5 and above and DoD civilians are authorized full JFTR weight allowance unless restricted in orders by their respective branch of service HQs.
- Unaccompanied enlisted personnel in grades of E-4 and below MUST place household goods in Non-Temporary Storage (NTS) at origin government approved storage facilities. DO NOT ship HHGs to Spain.
- Members in grades, E-4 and below will be required to live in government assigned unaccompanied quarters which will NOT accommodate large unaccompanied members household goods items. If shipped, they will be placed in commercial storage at members expense after the first 90 days of government authorized storage in transit (SIT) or returned to origin long term storage (NTS) at member's expense. All members should be briefed accordingly to prevent additional out of pocket expenses to the member.
- Note: Local long term storage is not readily available and members should plan accordingly.
- UB Shipments are allowed according to individual's branch of service HQ restrictions and should consist of items which will fit in regular assigned unaccompanied government quarters.
- All Service Branches. (Accompanied/Unaccompanied Tour Personnel): A temporary loaner furniture program (beds, couches, chairs, tables etc) is available until HHGs arrive. An appliance loaner program (refrigerators, washers, dryers, dishwashers, etc...) is also available for the entire length of members NAVSTA Rota tour. The Appliance Loaner program may be utilized by personnel residing both on the installation of in off-base residential quarters. Members are encouraged to place their appliances (washer, dryer, washing machines, etc...) in long term NTS at Origin. There is no authorized government long term storage at NAVSTA Rota.
- Unaccompanied Tour Personnel Only: If at a later date, but within 6 months after arrival, unaccompanied members are approved to move out of unaccompanied government assigned quarters, shipment release from origin NTS and/or Home of Record can be requested but shipment MUST arrive in Spain, no later than 6 months from members initial arrival date in Spain, to meet duty free eligibility importation requirements. Per ODC Agreement, personal property may not enter duty free more than 6 months after members initial arrival in Spain. All waiver requests must be submitted to Installation Commander, NAVSTA Rota Spain, for ODC Madrid approval.

## **MORON AIR BASE**

- Accompanied Tour personnel: Full JFTR weight allowance is authorized.
- Accompanied and Unaccompanied Tour personnel: A loaner furniture program (beds, couches, chairs, tables...) is available until HHGs are received. An appliance loaner program (refrigerators, washers, dryers, dishwashers, etc...) is available for the entire length of member's tour at NAVSTA Rota. This program

applies to personnel residing both on base and off-base. Members who own these appliances should place in NTS at Origin. There is no authorized government approved long term storage at destination.

- Unaccompanied Tour personnel Only: If at a later time, unaccompanied members are approved to move out of barracks, shipment from Non temp storage and/or Home of Record can be requested as long as it arrives to Spain no later than 6 months from members or command sponsored dependents initial arrival, whichever occurs later, to be eligible to duty free importation. As per ODC agreement, personal property cannot clear duty free customs after being on station for more than 6 months
- NATO Commands at Valencia, Albacete and Torrejon: Valencia, Albacete and Torrejon are remote locations, long distances from NAVSTA Rota and Moron Air Base. Personnel assigned to these NATO commands listed below do not have on base government quarters available, therefore they will reside off-base during their tours. - NCSA Sector Madrid (W2HX37) - CC Land Madrid (W3U819) - NRDC Spain (Valencia) (W2HW43) - National Support Element Spain (Valencia) (W1NB37) - 650th MI Detachment Madrid (WBWM9K) - NATO Combined Air Force Center Torrejon Air Base (UIC#42808) a) Accompanied Tour personnel: Full JFTR U5310-B weight allowance is authorized. b) Unaccompanied Tour personnel: Full JFTR U5310-B weight allowance is authorized unless RESTRICTED on member's orders or Service HQ. Inbound personnel may contact the NSE or their assigned sponsor for additional information, if required.
- Note for Accompanied and Unaccompanied Tour personnel: The Housing Welcoming Center at NAVSTA Rota provides a loaner furniture program (beds, couches, chairs, tables...) until HHGs arrive. An appliance loaner program (refrigerators, washers, dryers, dishwashers, etc...) is also available for the entire length of member's tour. Members are encouraged to place their appliances (washer, dryer, washing machines, etc...) in long term NTS at Origin. There is no authorized government long term storage at NAVSTA Rota. Any local storage or transportation back to NTS, will be at member's expense.

### **Gibraltar**

- Gibraltar is an overseas territory of the United Kingdom (UK), with the status of British Overseas Territory and autonomous capabilities of self-government. Gibraltar is located at the southern tip of the Iberian Peninsula, east of the Bay of Gibraltar, bordered by Spain with an area of less than 3 square miles (7 sq. Kilometers). Taking advantage of its strategic location, Gibraltar has a British Armed Forces Naval Base, where U.S. Navy personnel are assigned.
- Accompanied Tour personnel: Encouraged to utilize origin NTS entitlement due to limited size of government and local commercial quarters. Government assigned quarters is extremely limited. For a family with (1) one child, 2-bedroom is available; a family with (2) two children over the ages of 10, 3-bedrooms are available.
- Note: Members should apply for government quarters, ideally, 4 to 6 months prior to arrival or checking-in. Sponsors of members assigned to Gibraltar can provide additional information.

- Unaccompanied Tour personnel: Government assigned quarters for single/unaccompanied members are available with furniture and appliances. Quarters have a bedroom, bathroom and small sitting area. Furniture will not be allowed into Gibraltar unless a medical condition exists. All HHGs items must be placed in origin NTS until completion of tour in Gibraltar.
- Unaccompanied baggage shipment with a maximum of 600 lbs, plus members authorized professional books, papers and equipment for unaccompanied U.S. Navy personnel.
- Note for Accompanied and Unaccompanied Tour personnel: Shipment of Privately Owned Vehicles (POV) is authorized. POVs should be shipped to Vehicle Processing Center (VPC) at Rota, Spain. VPC Rota will coordinate delivery or pickup directly with the member. Members who shipped POVs should coordinate delivery or pickup with the VPC or contact the Rota PPSO for assistance. All personnel are reminded that vehicles in Gibraltar drive on the left side of the roadway and most vehicles in Gibraltar are right hand drive vehicles. American made vehicle parts are not readily available so members should plan accordingly for long lead times when ordering vehicle parts.

## **UNACCOMPANIED BAGGAGE**

- See restrictions for Unaccompanied enlisted members in grades E1 thru E-4. 2. The Agreement of Defense Cooperation (ADC), Article Forty-seven (47) states: Personal effects, household goods and furniture intended for the exclusive use of members of the force or of the civilian component, or of a dependent, may, on the occasion of their initial arrival in Spain and during a period of six months thereafter, be imported into and retained in Spain free of all types of Spanish duties.
- All DoD personnel assigned in Spain are subject to the ADC between Spain and U.S. Forces. U.S. personnel assigned on NATO Orders to Spain under NATO Agreement may import personal effects, household goods and POVs at any time during their assigned tour for the exclusive use of the member or family members, but the NATO member MUST have one (1) year left on tour at current assignment, when the property arrives in Spain.

## **CUSTOMS CLEARANCE PROCEDURES, REQUIREMENTS, AND RESTRICTIONS**

- The Agreement of Defense Cooperation (ADC), Article Forty-seven (47) states: Personal effects, household goods and furniture intended for the exclusive use of members of the force or of the civilian component, or of a dependent, may, on the occasion of their initial arrival in Spain and during a period of six months thereafter, be imported into and retained in Spain free of all types of Spanish duties.
- All DoD personnel assigned in Spain are subject to the ADC between Spain and U.S. Forces; U.S. personnel assigned on NATO Orders to Spain under NATO Agreement may import personal effects, household goods and POVs at any time during their assigned tour for the exclusive use of the member or family

members, but the NATO member MUST have one (1) year left on tour at current assignment, when the property arrives in Spain.

## **ALCOHOLIC BEVERAGES**

- Shipment of alcoholic beverages in personal property shipments to Spain is prohibited.
- A limited amount of hand-carried alcoholic beverage is permitted for personal consumption.
- Please see the Foreign Clearance Guide (Spain Section) for guidance [The Electronic Foreign Clearance Guide \(FCG\) \(pentagon.mil\)](http://pentagon.mil)

## **CIGARETTES/TOBACCO PRODUCTS**

- Shipments of cigarettes/tobacco products between CONUS and overseas or within overseas countries may be shipped, subject to host country taxes and duties, when applicable.
- When guidance is unknown or undisclosed, JPPSOs/PPSOs/TMOs will request clarification by message from the responsible PPSO or Transportation Officer at destination.

## ***Medication (Narcotics)/Pharmaceutical Products***

Non-prescribed illicit drugs or products are strictly forbidden.

## **COMPATIBILITY**

- On-base government quarters have 110V, 60 hertz cycles. Off-base residences have 220V, 50 hertz cycles. American refrigerators and washers may be operated in off-base quarters by using transformers. American electric dryers and clock radios operated off-base will be affected by the 50 hertz cycle. Only 50 hertz cycle capable microwaves can be used off-base.
- NOTE: Individuals are encouraged to place non-compatible appliances and electronic items in origin NTS. An Appliance Loaner Program is provided by the Housing Office at NAVSTA Rota and Moron Air Base for on-base or off-base residents. Appliances can be used during the entire tour in Spain.
- NATO Command personnel are eligible to use the Appliance Loaner Program at NAVSTA Rota, if supplies are available. Appliances that depend on a heating element, such as toasters, frying pans, boilers, etc., will not be affected by the 50 Hertz Cycle electricity but will require a transformer to operate off-base.
- American televisions, with NTSC system can only be used off-base with AFN Satellite Reception Dish and Decoder. Only PAL frequency television or multi-system televisions will operate off-base for Spanish services and other European transmissions.

## **FURNITURE, OVERSIZED**

- Furniture: Extremely bulky items should not be shipped unless advised by sponsor. Government assigned quarters has moderate square footage.

Apartments and houses off-base varies from small, medium and large, depending on location and your monthly housing allowance.

- Appliances: PPSO Counselors should emphasize to all members that washers, dryers, refrigerators, and stoves are furnished under the loaner furniture program by Housing Office, both on-base and off-base quarters for the entire length tour while assigned at NAVSTA Rota, Moron Air Base and NATO Commands.
- These appliances should be placed in origin NTS. Government NTS is not available at NAVSTA Rota Spain. Commercial storage for the entire tour could prove cost prohibitive as well as transportation cost to ship items back to NTS in CONUS.

## **PETS/QUARANTINE**

- Standards in the following paragraphs address requirements for shipping dogs, cats, and ferrets from the United States to Spain. Ferrets are NOT accepted as pets for movement on AMC military or commercially contracted aircrafts. For information on shipments for ferrets or other exotic pets, please contact your local U.S. Department of Agriculture Field Office.
- Throughout this document, the term pet or pets refers ONLY to cats and dogs.

### ***Microchip***

- Pet Identification (Standard electronic identification system with a read-only passive radio frequency identification device commonly known as a transponder Microchip)
- Microchip should be compliant with ISO standards 11784 or 11785.
- For non-compliant ISO standard 11784 or 11785 microchips, the owner or the designated guardian responsible for the pet must provide the required equipment (Microchip Reader/Wand) for reading non-compliant ISO microchips at the time of examination.
- The microchip must be implanted before, primary rabies vaccination or valid rabies booster is given to the pet, prior to travel. Primary Rabies Vaccine - This is the first rabies vaccination a pet receives. For EU countries, this also applies to the first rabies vaccine given after the microchip was implanted. Rabies vaccinations received prior to the pet being micro-chipped are NOT recognized in the EU.

### ***Valid Rabies Booster***

- A rabies booster that's given to the pet before the previous (Either after the primary rabies vaccine or another rabies booster) rabies vaccination expires. C. Pet Rabies Immunization: Cats or Dogs under three (3) months of age that are not vaccinated for rabies are not allowed entry into Spain. Please refer to website: <http://www.aphis.usda.gov/regulations/vs/iregs/animals/> (Enter the destination country (Spain) you will be residing in under Search Animal and Plant Health Inspection Services (APHIS)).
- Pets less than three months of age coming from the United States may not always require the rabies vaccination IF: These pets have pre-authorization from the EU member state BEFORE entering the country.

- Any one year dose or three year dose rabies vaccine is valid as long as it is a U.S. approved vaccine, and was administered according to the manufacturer's specifications (for instance, a vaccine labeled for 1 year use cannot be utilized as a 3 year vaccine).
- A valid rabies vaccine must occur after the animal has been micro chipped to be valid for entry into an EU member state.
- At least 21 days must have elapsed between completion of the primary rabies vaccination (as specified above) and before the pet enters the EU member state. However, if the animal received a valid rabies booster, 21 days does not have to elapse before travel.
- If a pet received a non-ISO compliant microchip and then received a valid rabies vaccination with 21 days having elapsed since that vaccination and entering the EU member state; they:
  - Do not require implantation of another ISO compatible microchip, but are required to carry with them a microchip reader/wand capable of reading the non-ISO compatible microchip implanted in their pet.
  - Do not require administration of another rabies vaccination before traveling as long as the rabies vaccination received is still valid.
  - Can have an ISO compatible microchip implanted in their pet so they do not have to carry the reader/wand with them. Pets with ISO compatible implanted microchip do not have to receive another rabies vaccination following the second microchip implantation. They are only required to document both chips on the required forms with the microchip implantation dates.

### **Documentation**

- Verify the correct required documentation with your local U.S. Department of Agriculture Office
- APHIS Form 7001 (Nov 2010) Acquired from any Army veterinarian, local veterinarian or U.S. DA office. A. Valid for only 30 days after issuance. b. Duration of the Form 7001 validity can be shortened per the requirements of the Airline the service member is traveling. c. Requires certification by a U.S. DA Accredited Veterinarian, Army Veterinarian, or GS-0701 Veterinarian before travel. DD Form 7001 is not required to enter the European Union (EU). However, it's highly recommended that service members acquire this form before travel from their on-base Army veterinarian to preclude the following: If a member flies on a commercial carrier they may be required to have this form.
- If a member is scheduled to fly AMC Contracted flight (Patriot Express) and diverts to a commercial carrier, having this form in advance alleviates last minute costs (\$200 or more) or delays.
- This form is not required to travel on Patriot Express.
- EU Non-Commercial Pet Form (Bilingual Health Certificate)
- For Pet Dog, Cats, and Ferrets; destined to Spain, see link Under Pets heading Pets Dog, Cats, and Ferrets) please refer to <http://www.aphis.usda.gov/regulations/vs/iregs/animals/> (Enter the destination country you will be residing in under Search).

- As soon as travel date is determined, but no later than 22 days prior, have the pet micro-chipped first and vaccinated for rabies, if not already completed. Remember: A VALID RABIES VACCINE MUST OCCUR AFTER THE MICROCHIP IS IMPLANTED.
- When completing required documentation (before mailing the forms or traveling to your local USDA office, get documents notarized, if not using your on base Army veterinarian), fax or over-night ship to ensure they are filled out correctly before traveling to veterinary office. This will ensure you do not waste travel time or postage only to have to redo the paperwork.
- Many overseas bases have a full-time veterinarian on staff as well as commercial veterinarians available on the local economy. Most bases require pets to be registered with the base veterinarian after arrival. Check with base veterinarian for details.
- The pet cage or carrier (See carrier shipping rules for correct cage dimensions based on pet size) used for shipping the pet must be labeled with the owners name, pets name, owners (or appointed persons) address, contact number and contact number at the final destination.
- Spain has laws in place prohibiting importation of certain dog breeds regarded as dangerous. For more info you may contact the base veterinarian at your destination. NAVSTA Rota Veterinary Clinic DSN: 727-3149, or go to APHIS website <http://www.aphis.usda.gov/regulations/vs/iregs/animals> and click on the country of Spain tab for information on laws or requirements for owning dangerous dogs.

### ***Pet Fees***

- The USDA form certification fee (approximately \$70+, plus any shipping and handling if by mail).
- Transporting pets to and from the PCS destination is at the member's expense and cost is based on the weight of the pet being transported. Connecting flights may have fees in addition to AMC fees from Norfolk Naval Station.
- EFFECTIVE 1 February 2013, the fee for the pet import examination is 55 Euros.
- An examination fee of 55 Euros per pet was implemented effective February 1, 2013, for all Non-European Union citizens, who import a pet into Spain.  
Quarantine Period: There is no quarantine period for pets entering Spain

### ***DANGEROUS DOGS***

- Royal Decree 287/2002 of March 22 regulates the requirements to own canine animals deemed to be potentially dangerous, developing the legislation established under Law 50/1999.
- The Royal Decree classifies the following dogs as potentially dangerous. Those belonging to one of the following breeds and their crosses:
  - Pit Bull Terrier
  - Staffordshire Bull Terrier
  - American Staffordshire Terrier
  - Rottweiler
  - Dogo Argentino



- Fila Brasileiro
- Tosa Inu
- Akita Inu
- Those animals that have all or many of the following characteristics
  - Strong musculature, powerful or athletic constitution, robustness, agility, vigor and endurance.
  - Strong character and marked courage.
  - Short hair.
  - Thoracic perimeter between 60 and 80 centimeters (24 and 32 inches), height at the shoulder between 50 and 70 centimeters (20 and 28 inches) and weight over 20 kg (44 lbs).
  - Voluminous, square, robust head, with a wide and large skull and muscular and pronounced cheeks. Strong and large jaws, robust, wide and deep snout.
  - Broad, short and muscled neck.
  - Broad, thick, deep chest, with arched ribs and short and muscled back.
  - Straight, parallel and robust forelegs and very muscular hindquarters, with relatively long hind
  - Legs at a moderate angle.
  - All dogs with a record of aggressive tendencies or prior attacks on humans or other animals.
  - Potentially dangerous dogs must be identified with a microchip. They must be registered in the Town or City Registries for dangerous dogs.
  - The dog owner must have a license, issued by the municipality, valid for five years. In order to qualify for a license, the owner must meet the following requirements:
    - Must be 18 years or older.
    - Must have a clean police record showing no convictions for the crimes of homicide, torture, assault, sex-related offenses, drug trafficking, association with illegal armed groups, or otherwise having been banned by court order of the right to own potentially dangerous animals.
    - These requirements must be documented with the appropriate certificates issued by the police authorities with jurisdiction over the owner's place(s) of residence during the two years prior to the application for license.
    - Must be mentally and physically able to own and control potentially dangerous animals. This requirement will be documented with the appropriate certificates (certificate of physical aptitude and certificate of psychological aptitude) issued by authorized centers in Spain.
    - Must have proof of contract of an insurance policy on the animal(s) with minimum liability coverage of at least 120,000 euros.
- The owner must report any changes to the information included in the license to the Town or City Registry within fifteen days (15) of the effective date of the change.

- Some of the requirements to take a potentially dangerous dog to Spain before leaving the United States are:
  - Obtain veterinary certificate (see details in the Dogs, Cats, and Ferrets section);
  - Obtain certification of owners police record; Upon Arrival in Spain:
  - Obtain certificate of physical ability;
  - Obtain certificate of psychological aptitude;
  - Purchase liability insurance;
  - Apply for registration at the Town or City Registry of Potentially Dangerous Animals and obtain the license.
  - Comply at all times with the safety measures.

### **PRIVATELY OWNED FIREARMS (POFS)**

- Personnel assigned to NAVSTA ROTA, MORON AB and others to ODC Madrid and personnel assigned to Spain under the Agreement of Defense Cooperation (ADC) STATUS OF FORCES AGREEMENT. Ship all POFs as a separate shipment. Do not commingle POFs with Unaccompanied Baggage (Codes J or 8) or HHGs (Codes 4 or T) shipment.
- All personnel are PROHIBITED from importing unregistered or undeclared POF into Spain within UB or HHGs shipments.
- Service members or civilian component employees MUST coordinate the delivery of their firearms with the Personal Property Shipping Office (PPSO) staff at NAVSTA Rota or Moron Air Base. Firearms will be delivered to the base armory controlled by the Security department where POF will remain until properly registered with the local Spanish authorities.
- Prior to shipment of POF to Spain, ensure documented proof of ownership (registration matches POF serial number) and previous legal possession in the U.S. is determined; such as, U.S. Customs Form 4457, Certificate of Registration, stateside registration document, bill of sale, shipment inventory listing the firearms serial numbers and packout location.
- This evidence will be required when firearms are re-imported back to the U.S. at the end of overseas tour. POF without proof of prior ownership or prior U.S. registration will be considered first time importation to the U.S. and will require an approval permit from the Bureau of Alcohol, Tobacco and Firearms at Washington D.C. prior to POF entry in the U.S.
- POF Importation and Registration Restrictions in Spain: The number and type of POFs that can be imported to Spain is regulated under the Office of Defense Cooperation (ODC) policy 30.
- Limitations on the quantity of POFs permitted for military or government employees are as follows:
  - Officers, Enlisted personnel E-5 and above and Civilians, GS-5s and above may own and register: 1.
  - One (1) Handgun MAXIMUM permitted (See remarks below).
  - Six (6) Rifles .22 caliber (MAXIMUM)
  - Six (6) Shotguns MAXIMUM
  - High Powered Pellet Guns

- Crossbows Note: The totals of (a) 2 through (a) 5 WILL NOT EXCEED 12 FOR IMPORTATION OR REGISTRATION AT ANY ONE TIME!
- E-4s or equivalent Civilian ranks and below may NOT import POFs into Spain
- REMARKS: Installation Commanders and Commanding Officers may further restrict total amount of POF (handguns or long guns) authorized to be in possession or registered by service member or civilian component personnel assigned to the installation under the Commanding Officer's authority. COMNAVACTSPAININST 8370.1 limits the importation of handguns to ONE (1) in all cases for E-5s and above and NONE for all E-4s and below.
- Personnel subject to COMNAVACTSPAININST 8370.1D will NOT possess POF solely for the purpose of self-defense or to protect persons or property. POFs may only be imported to Spain for hunting or competition purposes.
- To maintain consistency with control procedures, the direct and free importation of POFs into Spain by private commercial means is strictly prohibited. The importation of POFs into Spain will be controlled and coordinated exclusively through NAVSTA Rota Security and Supply Departments (PPSO/Transportation Officer).
- In the event POFs are hand carried by individuals as checked baggage aboard aircraft, upon arrival, member or employee MUST immediately report to the NAVSTA Rota Security Department armory for proper control and registration. Under no circumstances, should a POF be taken off-base without proper authorization or permission.
- Shotguns are the only firearms authorized for hunting, with permission, onboard NAVSTA Rota. There is no firing range for privately-owned pistols or rifles.
- Regular, semi-automatic pellet (air) guns are not considered POFs for possession or registration purposes under this guidance.

### ***PROHIBITED WEAPONS***

- Possession of the following weapons are strictly PROHIBITED:
- Fully automatic firearms, semi-automatic weapons with magazine capacity exceeding five (5) rounds, folding or removable butt, whether propelled by gas or manually.
- Sprays and weapons of any type that expel gases, narcotic or corrosive substances.
- Blackjacks, electric, rubber wire, or lead weapons.
- Mufflers or silencers for any weapon.
- Starlight finders, image intensifiers, or similar objects.
- Perforating, explosive, dum-dum, hollow point, or incendiary bullets.
- Bayonets, daggers, perforated or straight knives, (except for kitchen use), switchblades, or folding knives with blades exceeding three (3) inches in length.
- Bombs, grenades, mines, Molotov cocktails, instruments for firing miscellaneous projectiles such as graphite, metal cone-shaped points and the like.
- Firearms with calibers: .223; .308; .315; 7.92x57 mm; 7.62x54 m; 8x57 mm; and 8x57 mm.

- Pistols or revolvers adaptable to a shoulder gun butt.
- Firearms replicas that could be confused with functional guns, except those authorized by the Spanish Ministry of Interior.
- Metal knuckles, slingshots, or any instrument which if carried on the person would put a reasonable person in fear for their safety.
- Personnel Assigned to NATO Commands: Personnel on NATO orders assigned to NATO commands MUST specifically contact their National Support Element (NSE) for importation restrictions and registration details prior to shipping POFs to Spain.

### ***Hand Guns, Rifles/Shot Guns, Toy-Related Guns, Other (Ammo, Explosives)***

No Restrictions Identified

### **PRIVATELY OWNED VEHICLES (POVS)**

- The SOFA between the Kingdom of Spain and the United States stipulates members of the U.S. Military Forces and DoD civilian employees ordered to Spain for duty are authorized to import and retain ONE (1) POV of non-Spanish manufactured, free of all Spanish taxes and duties. The imported vehicle must be for the exclusive use of the military member, civilian employee, or eligible family member. The tax and duty free POV must arrive in Spain within SIX (6) months, from the initial date of arrival of the military member or civilian employee.
- Members of the Forces and civilian component are prohibited from importing or registering a second non-Spanish manufactured tax and duty free POV regardless of vehicle's origin. If a second UNAUTHORIZED POV is shipped commercially, it will be impounded at the port of entry and all storage and related handling fees, including reshipment out of the country, will be at member's expense.
- Military members or civilian employee may own and register a second POV but ONLY if the vehicle is manufactured and purchased in Spain in accordance with local laws and free of the Spanish value added tax. Family members over the age of 18 may also own and maintain another Spanish manufactured vehicle, if licensed to operate a vehicle in Spain. Caution: Under the SOFA and Spanish Law, motorcycles are considered POVs.
- DO NOT SHIP MOTORCYCLES IN OR WITH HHGs
- When the only vehicle to be shipped duty free is a MOTORCYCLE, it MUST be shipped through the servicing VPC and NEVER within household goods shipment. If a duty-free motorcycle is shipped at government expense, no other POV is authorized (motor vehicle or motorcycle) at government expense.
- Additional POVs should be sold at origin or placed in commercial storage at member's personal expense. Government storage is NOT authorized for excess vehicles. Carefully read the Motorcycles/Mopeds paragraph (2) below, if shipping motorcycles/mopeds.

- POVs are picked up directly from VPC in the city of Rota after registration with Spanish Traffic Department through NAVSTA Rota Vehicle Registration Office. POVs with current U.S. or overseas registration and metal license plates will normally take 2 to 4 days to complete the Spanish registration process.
- For vehicles with expired registration or no metal license plates, the vehicle may be registered, however, it could take 10 to 12 days to complete the Spanish vehicle registration process and obtain metal license plates. U.S. Forces members should ensure current registration is valid for at least 90 days from the date the vehicle is turned in for shipment at the CONUS or overseas VPC shipment point. Members must have a POV/motorcycle registration, even if it is an expired registration, in order to register the vehicle with Spanish traffic authorities.
- Members planning on operating a motor vehicle while in Spain must possess a valid U.S. or foreign driver's license to apply for a Spanish driver's license. Members arriving to Spain must successfully complete a Spanish drivers test during their intercultural relations indoctrination seminar at Fleet and Family Support Center. Spanish license processing takes approximately 10 working days after initial check-in. Members can drive, while awaiting their Spanish driver's license, provided they have an international license, or a Spanish translation of their U.S. or foreign driver's license obtained from NAVSTA Security Department Rota Spain.
- Under the SOFA rules governing members of U.S. Forces in Spain, members who are not ordered to Spain for duty are not eligible for customs clearance of their POV by installation personnel or NAVSTA Rota PPSO Spain. Members, who ship their POV to Spain on PCS orders which assigned them to another country, other than O C O N U S Spain, or on retirement orders with a home of selection other than Spain, and with the intent of picking up the vehicle at the Spanish port and driving it to their final destination, must be advised of the following:
  - POV Customs clearance may not be performed by Commanding Officer, NAVSTA Rota.
  - POV must be properly manifested and shipped for discharge at the designated Spanish commercial ports of Algeciras or Cadiz, Spain. Cadiz is located approximately 35 miles from NAVSTA Rota while the port of Algeciras is about 90 miles south.
  - Commercial customs clearance and all costs involved must be performed by the member. Customs clearance could take up to a week or more.
  - Before the POV can be picked up by the owner, all documents for the vehicle must be current before obtaining clearance.
  - Shipment of a POV not following proper procedures will result in personal delay and additional expenses.
- Personnel assigned to Gibraltar (United Kingdom): Shipment of POV is authorized, however, POV will be shipped to VPC at Rota, Spain which will coordinate delivery or pickup directly with the member. Members are reminded that vehicles in Gibraltar drive on the left side of the roadway and most vehicles in Gibraltar are right hand drive vehicles.

## **ELECTRIC VEHICLES (EV):**

- There are no restrictions for EV shipments into Spain. Same rules and requirements apply as normal/regular POVs mentioned in the above paragraphs. Customer must be aware that there are no recharging stations onboard Installation.
- Customers are advised to follow VPC guidelines when processing an EV shipment to ensure vehicle arrive charged and able to drive around.

## **MOTORCYCLES/MOPEDS/ATVS**

- Spanish Traffic Regulations requires members operating motorcycles of 50 cubic centimeters (cc) and above on Spanish roads to have a motorcycle endorsement on their U.S. driver's license. Furthermore, to operate motorcycles over 500 cubic centimeters, operator's license or endorsement must show proof of at least two years of experience.
- Important Note: If current stateside or foreign driver's license has a motorcycle endorsement, but is less than two years old due to renewal, member must provide documented proof that experience level is more than two (2) years, by providing documentation from prior motor vehicle departments. If proof of holding the motorcycle endorsement for more than two (2) years, cannot be verified, the over 500 cc Spanish driver's license will not be issued.
- Failure to obtain Spanish motorcycle driver's license will result in termination of the motorcycle registration process and arrangements will be made for the exportation of the motorcycle at the member's expense.
- Note: All transportation and exportation costs must be paid by the member.  
MOPEDS Under 50 Cubic Centimeters: PROHIBITED!
- The Spanish Ministry of Industry prohibits registration and operation of non-Spanish manufactured Mopeds with less than 50 cc engine capacity, therefore they cannot be imported to Spain, either as HHGs or through the VPC. DO NOT SHIP!!! Members will be responsible for disposition and all associated transportation and exportation cost.
- MOPEDS Over 50 Cubic Centimeters: These types of Mopeds, usually starting around the 125 cc engine capacity range, are considered POVs by the Spanish government and permitted to be imported and registered in Spain. As a POV, due to the only one (1) duty free importation allowance policy, the shipper will not be permitted to import or register any other vehicles in Spain, if a Moped over 50 cc is shipped. When a Moped over 50 cc is shipped to Spain they must be shipped through the VPC and not in the HHGs shipment.
- NOTE: No other POV entitlement is allowed, if a Moped over 50cc is shipped at government expense. Members will be responsible for disposition and all associated transportation and exportation expenses for failure to adhere to the policy.
- ATVs: All Terrain Vehicles (ATVs) and MOTOCROSS (Quads) vehicles provided they remain on-base and off-road, are not considered POVs and may be imported into Spain as HHGs. Possession of these types of vehicles for off-road

use will not count against the limitation of tax-free vehicles members may import and own.

### ***Gasoline/Catalytic Converters***

Members shipping POVs to Spain are not required to remove their catalytic converters. Unleaded fuel is readily available.

### ***Insurance and Safety Requirements***

- POVs which have been modified or altered in a manner affecting the original design, safety, stability, performance or operating characteristics of the vehicle are prohibited.
- Body modification kit is not authorized in Spain without installer certifications of modification.
- POVs which have been changed by the installation of reversible wheel disc, oversized tires, or any other mechanical device that would enlarge the original track width of the vehicle, cannot be operated on Spanish roads. Tires and rims cannot protrude beyond fender wells, all four tires must be the same size.
- Bumper stickers, decals, dark plastic coating or other materials installed on windows and windshields to simulate smoked or tinted glass must be removed before members can pick up the vehicle. This should be done prior to turning in the POV for shipment at the origin VPC.
- Trailer hitches are only authorized on the chassis (body) of the POV and not on the bumper. If the trailer hitch obscures the rear license plate, the owner of the vehicle must remove it. Additionally, the Spanish Traffic Code stipulates all vehicles registered in Spain must meet the following standards:
  - Seat belts must be installed in front and back seats.
  - Anti-theft device (on steering column or secure lock through steering wheel so vehicle cannot change directions when moved).
  - All POVs must carry one complete set of spare light bulbs.
  - All POVs must carry two warning triangles and a safety warning vest for the driver.

### ***CBs***

Importation or utilization of CB radio is prohibited.

### ***Amateur/Ham Radios***

- Amateur ham radios may be imported in HHGs, however, prior to operating in Spain, members must obtain a license from the Postal and Telegraphic Administrative Directors Office in Madrid.
- To obtain the license, a certified copy of the U.S. Federal Communication Commission Permit, listing the type of equipment to be used, must be included with the application. Final determination on the application takes 2 to 4 weeks.

- Members who do not have a U.S. operator's license must satisfactorily complete all required examinations in order to receive a permit from Spanish Communications Officials.
- The equipment cannot be used until the proper Spanish authorization is obtained. Reshipment to NTS at government expense is not authorized and the owner will be responsible for all shipping cost back to CONUS.

### ***MARS Equipment***

- MARS equipment may be imported in HHG but prior to operating in Spain, members must obtain a license from the Postal and Telegraphic Administrative Directors Office in Madrid. To obtain the license, a certified copy of the U.S. Federal Communication Commission Permit, listing the type of equipment to be used, must be included with the application.
- Final determination on the application takes 2 to 4 weeks. Members who do not have a U.S. operator's license must satisfactorily complete all required examinations in order to receive a permit from Spanish Communications Officials. The equipment cannot be used until the proper Spanish authorization is obtained.
- Reshipment to NTS at government expense is not authorized and the owner will be responsible for all shipping cost back to CONUS.

### **SEPARATEES/RETIREEES ENTITLEMENTS/LIMITATIONS**

- Members contemplating retirement, separation or relocating family members to Spain should be counseled that all customs entry requirements to include payment of duties and taxes remain the responsibility of the member and are a personal matter between the member and the Government of Spain.
- Personal Property shipments incident to separation, retirement, or designated relocation for dependents, must be consigned to the member final destination city and destination GBLOC UNNL.
- Origin PPSO will consign shipments to the member at the selected destination delivery address, or if unknown, consign to destination moving agent warehouse facility. DD1299, DPS remarks and shipment containers and documents must be marked as Retirement Shipment or Separation Shipment or Designated Relocation Shipment.

### **JET SKIS, BOATS**

#### ***Jet Skis***

No restriction on importation provided the vehicle is for sporting purposes and the personal use of the military member, civilian employee and/or dependent.



### ***IMPORTATION OF BOATS***

- Importation of large boats will be subject to duties payable at member's expense. In addition, navigation and sailing permit must be validated by Spanish authorities.
- On-base privately owned boat mooring is not allowed and is only available at local Spanish marinas in the city of Rota or Puerto de Santa Maria.
- Kayaks, canoes, skulls or boats under 14 feet long can be imported to Spain with your household goods shipment if they will be for personal and recreational use.
- When boat dimensions exceeds 14 feet long (4.26 meters), the entire shipment is subject to be shipped under a special Boat One-Time-Only (BOTO) rate which in most cases results in considerable excess cost to the owner due to increased rate and excess weight.
- For additional details and shipping expenses please contact your Origin or Destination Transportation Office.
- Note: Individuals are highly encouraged to place boats in origin NTS for the duration of their overseas tour.