

## VEHICLE REGISTRATION WORKSHEET

To:	Land Transportation Office	License Plate #	Road Tax Decal	Date
Section I Type of Requesting Action	<input type="checkbox"/> Initial Registration		<input type="checkbox"/> Being Imported <input type="checkbox"/> Being Exported <input type="checkbox"/> Purchased from local economy/USFJ Member <input type="checkbox"/> Plate Change <input type="checkbox"/> Transferred from another prefecture <input type="checkbox"/> Local separation with concurrent retention <input type="checkbox"/> Structure Change <input type="checkbox"/> Duplicate Title <input type="checkbox"/> Selling to a resident of Japan <input type="checkbox"/> Being disposed of as scrap <input type="checkbox"/> Deregister for Repair <input type="checkbox"/> Other	
	<input type="checkbox"/> Re-registration  <input type="checkbox"/> Deregistration			
Section II Vehicle Description	Make	Model	Year	
	<input type="checkbox"/> New <input type="checkbox"/> Used		Kind of Body	Color
	Serial Number		Engine Number	
	Number Altered <input type="checkbox"/> Yes <input type="checkbox"/> No		Horsepower	Weight (Shipping)
Section III Owner/Buyer	Name of Owner/Buyer (Last, First, MI)		Full SSN / DoD ID Number	
	✓ Branch, Parent Command, Organization of Owner		✓ Grade or GS Rate	
	✓ Driver's License Number		✓ RTD/DEROS	
	✓ Driver's License Expiration Date		✓ Official E-Mail Address	
Section IV Seller	Name of Seller			
	Address of Seller (Military Organization)			
Section V Liens	Lien in Favor of (Name, Address)		Kind of Lien (Conditional Sale, etc)	
	Date	Amount of Lien	Remarks	
Section VI Registration Requirements	I understand that if there are any changes to my vehicle information as registered i.e. Insurance, inspection date, or personal information, that I will return to the Joint Service Registration Office within three working days to complete a Military Registration update.  ✓ Signature of Applicant: _____			
Section VII Insurance and Japanese Inspection Data	Property Damage / Liability Insurance (PDI)		Japanese Compulsory Insurance (JCI)	
	Policy Number / Company		Certificate Number / Company	
	Policy Period		Policy Period	
	From:	To:	From:	To:
Japanese Inspection Expiration Date:				

### PRIVACY ACT STATEMENT

AUTHORITY: 10 U.S.C. 5013, Secretary of the Navy; 10 U.S.C. 5041, Headquarters, Marine Corps; and E.O. 9397 (SSN).

PRINCIPAL PURPOSE(S): To administer the vehicle registration program; to process requests for POV registration and to track and maintain a record of each individual who has registered a vehicle at Marine Corps Base Camp Smedley D. Butler Vehicle Registration Office.

ROUTINE USES: In addition to those disclosures generally permitted under 5 U.S.C. 552a(b) of the Privacy Act, these records or information contained therein may specifically be disclosed outside the DoD as a routine use pursuant to 5 U.S.C. 552a(b)(3). The DoD 'Blanket Routine Uses' applies to this system.

DISCLOSURE: Voluntary; however, failure to provide this information may result in the inability of registering the vehicle.