

**CENTRAL MOTOR VEHICLE REGISTRATION OFFICE
US NAVAL SUPPORT ACTIVITY – NAPLES ITALY**



FACT SHEET

REGISTRATION OF VEHICLES FROM VEHICLE PROCESSING CENTER (VPC)

In order to find out about your vehicle arrival please contact VPC at DSN 629-6521/22 or com. 081-811-6521/22. Unfortunately you cannot register your vehicle until it physically arrives at the VPC and clears Italian Customs. Once your vehicle arrives, you need to make an appointment with MVRO to obtain registration, license plates, and gas coupons before picking up your vehicle at the VPC.

An appointment is required for registration.

Please ensure you have the following documents readily available on the appointment day:

- Valid **original** Vehicle Title/Certificate of Origin **or previous** Registration in owner's name. If title or registration is in the dependent's name, the sponsor will need to bring him/her to CMVRO so a Bill of Sale can be accomplished.
- Proof of insurance - Original insurance sticker (Contrassegno di Assicurazione)
 - Insurance must be in the Sponsor's name and valid for **minimum** of **six months**.
 - Failure to maintain insurance will be sufficient grounds for immediate termination of registration, driving privileges, and may result in disciplinary actions.
 - If your insurance company is not located in Naples therefore not able to immediately provide you the original "contrassegno" (sticker), CMVRO cannot issue the registration and/or plates until such a document required by Italian law is provided. No exceptions.
 - If you are USAA insured, you must contact the Company to establish the new policy before reporting to CMVRO. Policy arrangements via phone at CMVRO are not allowed during appointments for operation smoothness.
- AFI Driver's License and Copy of State-Side Driver's License
- Military - ID and PCS orders / Civilian - ID and **Stamped Orders**

APPLICABLE FEES:

- **20 Euro** one time registration fee. No checks accepted!
- **2nd or 3rd Duty-free Vehicles requires payment of Italian Road Taxes**
- Taxes are based on vehicle horse power and age – the older the vehicle / larger the engine the more you will pay in road taxes
- Annual Rates for automobiles range from 150 – 500 Euro -- Call for an estimate!

IMPORTANT TO KNOW THAT:

- Up to 200 liters of Fuel Coupons per month can be authorized on the normal ration as an advance, provided that the sponsor presents to CMVRO proof of a vehicle being shipped at government expenses and a rental car contract.
- The Sponsor must complete all CMVRO transactions, except for those special circumstances where the sponsor delegates a Family Member with a valid Power of Attorney!
- **You must obtain a safety inspection within 30 days of registering the vehicle to maintain your tax-free fuel privileges.**

Support Site Central Office – Phone DSN 629-6876 – Com 081 811 6876 Fax DSN 629 6881 Com 081 811 6881

Capo Office Phone DSN 626 4454/2831/2832 Com 081 568 4454/2831/2832 - Fax DSN 626 2830 Com 081 568 2830

Gaeta Office Phone DSN 626 8302 – Fax DSN 626 8339 – Hours of operations: Wednesday 0900-1400

Web site: http://www.cnic.navy.mil/regions/cnreurfswa/installations/nsa_naples/about/departments/supply_n33/motor_vehicle_registration.html

Email: cmvro@eu.navy.mil

**APPOINTMENTS ARE REQUIRED MONDAY TO THURSDAY. FRIDAYS ARE WALK-IN NEED-BASED PRIORITY
HOURS OF OPERATION – MONDAY THROUGH FRIDAY 0745-1545
CLOSED FOR TRAINING ON THE 1ST AND 3RD THURSDAY OF THE MONTH**