



Vehicle Processing Center

For VPC information and location, please log on to

www.pcsmypov.com

PLEASE SCHEDULE AN APPOINTMENT FOR SHIPPING YOUR POV

www.pcsmypov.com

If your vehicle is **oversized**, or if you have selected to ship to an **alternate destination**, excess costs may be applicable. The VPC can advise you on the costs and will prepare the necessary documentation which you must process with your local Finance Office before the vehicle can be accepted for shipment.

PREPARING YOUR POV FOR SHIPMENT

Your vehicle **MUST** have both an EPA and DOT sticker affixed to the vehicle. (Sample images bottom left and right)

- E.P.A. STICKER

This sticker should be clearly visible in the engine area. It is

usually white with the word "CATALYST" or "Vehicle Emission Control" information

- DOT STICKER

This sticker should be clearly visible in the **door jam area**. It is usually white with the **Vehicle Identification Number (VIN)** and the **month/year of manufacture** listed on the bottom.

CLEAN...

- Exterior of POV
 - Engine and engine compartment
 - Radiator
 - Undercarriage
- Also check the windshield wiper housing area... door jams, rubber molding, storage compartments & seat rails
Make sure all areas are free of all dirt, leaves, grass, bugs, food particles, wrappers etc.

***** NO DIRT***NO EXCEPTIONS*****

At time of shipping the following docs. will be required:

1. **ORDERS and amendments- 5 copies**
2. **USAREUR REGISTRATION ; 4 copies**
3. **1797 form or equivalent shipping authorization letter**

YOUR POV MUST MEET FOLLOWING REQUIREMENTS

1. **FUEL - no more than 1/4 tank of fuel (NO EXCEPTIONS)**

This is a Coast Guard Requirement

2. **EMERGENCY BRAKE**- your emergency brake will be tested in both forward and reverse. We will ask that you put a simple load on the engine to ensure that the **brake holds 100%**.

3. EPA and DOT Requirements:

EPA STICKER SAMPLE

	2007 MODEL YEAR VEHICLE EMISSION CONTROL INFORMATION COMPANY'S NAME	CATALYST SFI/TWC/H02S/IEGR	
	NO ADJUSTMENTS NEEDED. SEE SERVICE MANUAL OR OWNERS MANUAL FOR MORE INFORMATION.	3.5 Liter 7XXX03.5ABC 7XXX0350AA	
THIS VEHICLE CONFORMS TO U.S. EPA REGULATIONS APPLICABLE TO NEW PASSENGER CARS AND CALIFORNIA REGULATIONS APPLICABLE TO NEW LEV2 PASSENGER CARS. THIS VEHICLE IS CERTIFIED TO OPERATE ON GASOLINE OR ON ETHANOL BLENDS FROM E0 TO E85. OBD II CERTIFIED.			

IF YOUR VEHICLE IS MISSING THE EPA STICKER A LETTER FROM THE EPA WILL BE REQUIRED AT TIME OF SHIPMENT VERIFYING THAT THE VEHICLE APPLIES TO APPLICABLE US.REQUIREMENTS.

IF YOUR VEHICLE IS MISSING THE DOT STICKER A CARFAX REPORT ALONG WITH THE TITLE COPY WILL SUFFICE

USDA REQUIREMENTS

Your POV must meet all USDA Requirements for cleanliness.

The vehicle will be inspected to ensure that it is free of all dirt, soil, plant life, and/or other agricultural hazards. If an area is identified as not meeting the U.S.D.A. standard, you will receive a "AGRICULTURE REJECTION SHEET" which will identify the area or area's that require additional cleaning before the vehicle can be accepted for shipment.

This inspection is conducted on the interior, exterior, trunk area and engine compartment of the vehicle.

REMOVE...

- All personal effects from the glove compartment, seat pouches, front/rear doors, trunk etc...
- This includes all air fresheners and personal items that hang from the rear view mirror.

VACUUM...

- *** DRY VACUUM ONLY***NO WET INTERIOR*****
- Entire Interior of POV to include under & between seats, storage compartments and trunk area.
- The interior has to be free of ALL debris.
- Spare tire & compartment must be cleaned and vacuumed.

DOT STICKER SAMPLE

MFD BY VOLKSWAGEN AG GERMANY GVWR 4123 GAWR FRONT 2271/ REAR 1962 LBS THIS VEHICLE CONFORMS TO ALL APPLICABLE U.S. FEDERAL MOTOR VEHICLE SAFETY, BUMPER AND THEFT PREVENTION STANDARDS IN EFFECT ON THE DATE OF MANUFACTURE SHOWN ABOVE.	02/06 0725792 1001 3
WVWEV71K36W137000 PASSENGER CAR	