How to Transfer vehicles:

**To other personnel:**

Must be a licensed person (4EJ); must not exceed vehicles per household; Vehicle requirements: current JCI (inspection date on title), current liability insurance, current road tax season paid; Only the Sponsor or POA holder can register and deregister vehicles. Both seller and buyer must be present to complete forms and present valid 4EJ’s.

**To a Japanese:**

Obtain information of buyer such as name and address in English; come in and complete forms with Pass and Registration

**From a Japanese:**

Obtain all vehicle info from Japanese including title and insurance ( JCI & Liability), you will also need to provide road tax receipt; If information is in Kanji, please have information translated in English; bring forms to pass and registration; take forms to insurance office; forms will allow for a plate change to SOFA, title change

**From a POA:**

POA holder will print the owner of the vehicles name as it appears on the title on the Seller portions of the pass & reg. issued forms; take forms to insurance office; POA can bring in Junk title, export title, or transfer on your behalf

\*\*\*Transfers not complete until new owner presents title with Ownership change\*\*\*