

Selling a POV to a Non-SOFA member **(Except a Duty-Free Imported E-Plated Vehicle)**

- Report to the Vehicle Registration Office (VRO) (Bldg. 227) with the following:
 - Completed USAG-J Form 88 (available from the VRO) or a receipt showing the name and address of the purchaser.
 - License plates
 - USFJ Form 15A decal (scraped from the windshield)

- Proceed to the Land Transportation Office (LTO) or Mini Car Office and pay a deregistration fee:
 - ¥1,650 for a car
 - ¥500 for a mini car
 - ¥350 to ¥1,200 for a motorcycle

- Return to the VRO within 5 days with all your documents to obtain a Jyoto-sho (bill of sale) which must be given to the buyer to complete the sales transaction. At this time VRO will also remove your vehicle from their records.

- Proceed to your insurance company for a refund of remaining coverage.