

Rules about Leaving a Car behind on Okinawa With a Special Power of Attorney

Reminder -- You must sell or properly dispose of your car before you PCS.

Per the Joint Service Vehicle Registration Office (JSVRO), you may not leave a Power of Attorney for someone to sell your car after you PCS unless there is an **emergency situation** or for situations that are out of your control. **“Routine PCS or situations of poor planning will not be approved.”** The prerequisites for leaving a Power of Attorney are listed on the [JSVRO web page](#). For your convenience, the prerequisites are also listed below.

The approval process takes **three to five** business days to complete.

The request to out-process thru the JSVRO using a special power of attorney letter is submitted to the JSVRO on Camp Foster. It's sole purpose is for out-processing while leaving a SPOA to another person to sell your vehicle. Only submit this letter for emergency use or situations out of the owner's control. Routine PCS or situations of poor planning will not be approved.

Prerequisites

* The current year road tax must be paid.

* You must receive a permission letter from your Commanding Officer. See [SPOA EXAMPLE LETTER](#). This letter must contain

Justification (Paragraph 2) clearly state the nature of the emergency or conditions that are outside of your control that necessitate the need to out-process with a SPOA.

Vehicle Storage and Disposal (Paragraph 3) state what the plan for the vehicle is if it is not sold within the time limits of the SPOA. Be sure to include a statement about junking the vehicle as the final plan if all else fails.

Unit Letterhead: Print the letter on the vehicle owner's unit letterhead.

Signatures: Signature of the vehicle owner and the Commanding Officer.

NOTE: Must be signed by an officer. Lieutenant Colonel and above are exempt from this requirement.

* Bring the letter into JSVRO signed by the appropriate personnel with a copy of the owner's PCS orders.

IF APPROVED:

You may visit one of the legal assistance offices on Okinawa with your agent and the approved request and sign a "Rotating Special Power of Attorney." See link below for a sample under "Special Power of Attorney Format."

<http://www.marines.mil/unit/mcbbutler/Pages/VehicleInformation/VehicleInformation.aspx>

The telephone number for JSVRO: 645-7481. June, 2011.

SPOA EXAMPLE LETTER

Letter Head

IN REPLY REFER TO:

5580

Date

From: Title and Full Name

To: Provost Marshal

Via: Your Commanding Officer (Bn level or equivalent), Unit

Subj: REQUEST TO OUT-PROCESS THRU THE JOINT SERVICE VEHICLE
REGISTRATION OFFICE (JSVRO) USING A SPECIAL POWER OF
ATTORNEY
(SPOA)

Ref: MARCORBASESJAPANO 11240.3

1. Per the reference, I request to out-process through JSVRO with a 90-day Special Power of Attorney (SPOA). I understand that the use of a SPOA for this purpose is not routine in nature and is limited only to those personnel requiring special consideration.

2. Justification: (Provide a detailed explanation for why you must out-process with an SPOA.)

3. Vehicle Storage and Disposal: (Where the vehicle is going to be stored and a plan for deregistration/junking within the 90-day period.)

4. Vehicle information: (Vehicle year, make, model, license plate number)

5. Vehicle owner information: (Last name, first name, MI, Rank, Service, SSN, unit, phone number)

6. SPOA holder information: (Last name, first name, MI, Rank, Service, SSN, unit, phone number)

7. I understand the following conditions apply to approval of this request:

a. Expiration period of this SPOA will not exceed 90-days and will not exceed expiration of the vehicles Japanese inspection expiration.

b. The vehicle must be cleared of all liens.

c. The vehicle is properly insured throughout the SPOA period, and all of the vehicles Japanese registration documents are valid.

d. The vehicle's number plates are properly displayed on the vehicle.

e. The SPOA is issued to an active duty service member or self-sponsored civilian in Okinawa prefecture with a valid operator's permit (USFJ 4EJ) for the vehicle described within the SPOA.

f. The SPOA and this request must name the same person as the SPOA holder. The person designated on the SPOA must acknowledge responsibility for acceptance of the SPOA by means of signature on the SPOA, and a copy of the SPOA must be provided to the Joint Services Vehicle Registration Office (JSVRO) at the time of out-processing. In addition to the SPOA, if approved, the vehicle owner will initiate a Letter-of-Attorney at the time of out-processing with the JSVRO by having his/her signature witnessed and the SPOA holder will retain this form.

8. TERMINATION OF SPECIAL POWER OF ATTORNEY: Unless sooner revoked or terminated by the Principal, the 90-day SPOA shall become NULL and VOID on whichever of the following dates comes earlier:

- (1) 90 days from the date the SPOA was executed,
- (2) the expiration date for Japanese compulsory insurance coverage,
or
- (3) the expiration date for American insurance coverage.

9. WARNING: When executing a 90-day SPOA for the sale of a vehicle, you (the principal) delegate to the agent the authority to sell, dispose, deregister, and/or pay the vehicle's junking fee. However, you (the principal) remain responsible for the vehicle's sale disposal, deregistration, and/or junking fee.

10. The vehicle owner's signature on this written request to deregister via SPOA is considered an acknowledgement of his/her acceptance of responsibility for full reimbursement of all towing and disposal costs incurred by the government, if their vehicle is determined to have been abandoned in conjunction with an expired SPOA.

Requestor's signature
SIGNATURE BLOCK

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FIRST ENDORSEMENT

From: Commanding officer, Unit
To: Provost Marshal

1. I have reviewed the requestor's justification statement and have determined that this is exigent matter that could not have been avoided through proper planning. All other means of disposing of the vehicle have been properly exhausted.

2. Forwarded recommending approval.

Commander's signature
SIGNATURE BLOCK