

APPLICATION FOR GEO VEHICLE REGISTRATION

Notes on completion

1. Fully complete parts 1 and 2 using the notes on page 4.
2. Thoroughly read, complete as necessary and then sign the declaration at part 3.
3. All entries (if not completed electronically) must be legible and in ink.
4. Send/Email the fully completed form, attaching the necessary documentation, to your NSE.
5. All attachments must be in Portable Document Format (PDF), VLO reserve the right to reject substandard applications.
6. All initial registrations must be supported with a Form 80 gained through Customs Immigration [C&I Forms \(bfgnet.de\)](https://www.bfgnet.de)

PART 1a. DOCUMENTATION

The following supporting documents should be enclosed according to the type of registration that is required. A separate Application (Form 20) is required for each asset to be registered. Please select the appropriate boxes when enclosing documents and only enclose those documents for which a box has been selected.

DOCUMENTS TO BE SUBMITTED	TYPE OF APPLICATION			
	Initial	Transfer	Renewal	SORR
1. Proof of Ownership a. Vehicles previously registered in UK or any other country. Appropriate registration document(s) and either proof of or deregistration certificate if applicable. b. New registered vehicles obtained from German dealers. A German logbook. c. New vehicles, not registered with any other registration authority. Allocation certificate (retained by VLO) showing the dealer's stamp and signature & Certificate of Conformity (CoC). Where an allocation certificate is not issued e.g. for a new caravan or trailer the official bill of sale giving full chassis no (normally 17 digits) and new owners name. d. VLO registration card (Form 73(A)) e. Bill of sale and one of above (a – d)				
2. Proof of Insurance a. BRITISH – Green card or insurance policy and schedule & current renewal receipt or cover note. All documents must be valid for Germany and specific to the vehicle being registered. b. GERMAN – Double or single white card or copy of insurance policy. Insurance provider must be aware vehicle will be VLO registered.				
3. Roadworthiness Inspection Report Main inspection (Hauptuntersuchung) and emissions test (Abgasuntersuchung) certificate (if the vehicle is over 3 years old).				
4. Confirmation of Vehicle Type Approval (Required for all vehicles under 10 years old, except caravans, trailers & off-road.) – Certificate of Conformity for motorised vehicles or an official document (this could be the logbook, or allocation certificate) showing an EC or GB type approval number, or a UK Single Vehicle Type Approval Certificate, or German Gutachten.				
5. European Highway Code (Matrix) test certificate. https://bfgnet.de/matrix-test				

PART 1b. DVLA registered vehicles initial VLO registration

All vehicle owners submitting initial applications supported with a V5C or VX302 must inform DVLA <https://www.gov.uk/taking-vehicles-out-of-uk>
The VLO can complete this process on the owner's behalf, please follow the instructions on page 3 to utilise/authorise this facility.

I hereby acknowledge this legal requirement.

Now turn to page 2 and complete your application

PART 3 DECLARATIONS BY THE APPLICANT

1. I hereby declare that:

- a. I am a member of the British Forces (which term includes members of the civilian component, sponsored organisations and dependants) stationed in Germany and,
- b. The vehicle described in this application is:
 - (i) My own lawfully acquired property or in the process of being lawfully acquired by me.
 - (ii) Intended for my own personal use of that of my entitled dependants living with me.
 - (iii) Not being imported or acquired with a view of subsequent disposal at a profit.
 - (iv) Not a new tax-free vehicle being registered before an entitlement exists.
- c. I am not acting on behalf of a third party.
- d. I am in possession of a full valid driving license and completed Matrix certificate.
- e. (If applicable) My previous VLO registered new tax-free vehicle was not UK registered, re-registered or disposed of less than 6 months from the date of its initial VLO registration.

2. I certify that I have read, understood and comply with the declaration above.

3. The personal data contained in this form is held electronically by the VLO in accordance with the current Data Protection Act and may be made available to other government departments.

4. I declare that if my vehicle is SORR it will not be driven or parked on any public road or place.

5. I am submitting an initial application, that is supported with a V5C or VX302 and am aware that I must inform DVLA that the vehicle has been exported. I authorise the VLO to do this on my behalf and include the completed return slip from the V5C or VX302 and a completed [Notification to DVLA of personal vehicle export form](#) Yes No N/A

The Orders for the registration and operation of private motor vehicles for members of the Force are available through local National Support Element administration offices and for MODNet users is available through the GEO Policy Website.

The GEO system of registration and licensing of vehicles is operated in accordance with the NATO SOFA SA through the GEO Vehicle Licensing Office (VLO), BFPO 16. GEO is responsible for implementing the policy in all matters concerning vehicle licensing. Breaches of the procedures set out in this Order may result in the withdrawal of Force privileges – in particular, the right to purchase and register further new tax-free vehicles, and the right to obtain tax and duty-free fuel for private vehicles using a GEO fuel card. Furthermore, breaches of the Order may be investigated by the Service Police and may result in disciplinary or administrative action being taken against the individual(s) concerned by their respective Chain of Command.

Applicant's Unit Identification Number (UIN):

Date:

Signature:

or

E-signature:

Table 1. Vehicle Body Type (select one body type from the relevant category for Question 7)

VEHICLE CATEGORY	VEHICLE BODY TYPE	REMARKS
PLG (Cars & light goods)	SALOON HATCHBACK CONVERTIBLE ESTATE 4 WHEEL DRIVE MULTIPURPOSE VEH (MPV) VAN MOTOR CARAVAN MINIBUS PICK-UP OTHER	2/4 doors 3/5 doors All types People Carriers etc. No side windows (e.g. Ford Transit) Campers etc. Up to 16 passenger seats
Other	COACH LORRY LIVESTOCK VEHICLE OTHER	More than 16 passenger seats Rigid chassis, all types Horseboxes etc.
Trailers / Caravans	LIGHT/MEDIUM HEAVY CARAVAN, TRAILER TENT BOAT TRAILER, HORSEBOX GLIDER BOX, BIKE TRAILER BOX TRAILER	One or two axles Two or more axles
Motorcycles	MOPED SCOOTER MOTORCYCLE QUAD OTHER	

Table 2. Colours (select the colour nearest that of your car from the table below for question 9)

COLOURS		
Beige	Gold	Pink
Black	Green	Red
Blue	Maroon	Silver
Brown	Multi (more than two colours)	Turquoise
Cream	Orange	White
Grey	Purple	Yellow

Note: Enter both colours for two-tone vehicles, the predominant colour first.

Table 3. Codes for the shape of the number plates required

A	B	C
Car/Caravan	Motorcycle and LHD vehicles only	Car/Caravan
<div style="border: 1px solid black; padding: 5px; display: inline-block;"> A123 ABC </div>	<div style="border: 1px solid black; padding: 5px; display: inline-block;"> VIE AB1 </div>	<div style="border: 1px solid black; padding: 5px; display: inline-block;"> A123 ABC </div>