

**CENTRAL MOTOR VEHICLE REGISTRATION OFFICE  
US NAVAL SUPPORT ACTIVITY – NAPLES ITALY**

05 Mar 2015



**FACT SHEET**

**LEAVE FUEL AUTHORIZATIONS**

**NO APPOINTMENT IS REQUIRED**

Please ensure you have the following documents readily available:

- Identification card
- Original leave orders from Military personnel
- Leave request from Civilians
  - o Needs to be signed by a Department Head or Commander
  - o Needs to identify where you are going

**IMPORTANT TO KNOW:**

- Leave fuel will not be issued on expired leave orders!
- Leave fuel is only authorized for personnel with a monthly gasoline ration of 300 liters or less
- Leave fuel is based on where you are going and engine size
- Only valid three times per “fiscal year (Oct – Sep)” and limited to once a month
- Maximum of 100 liters per leave period are authorized
- Level fuel will not be provided to personnel with an expired registration on one of your vehicles
- Coupons are purchased at the Navy Exchange

**WHERE CAN I GET THE COUPON AUTHORIZATION**

- Vehicle Registered at Naples: Stop at any MVRO office
- All Others: Report to the Tax Free Administration Office at Capo Supply Call 626-5264 for additional information.

**Hrs of operations** - Mon through Fri 0745-1145 – Lunch 1145-1245 – Open 1245-1530

**Support Site Central Office** – Phone DSN 629-6876 – Com 081 811 6876 Fax DSN 629 6881 Com 081 811 6881

**Capo Office Phone** DSN626 4454/2831/32 Com 081 568 4454/2831/32 - Fax DSN626 2830 Com 081 568 2830 - Hrs same as SS

**Gaeta Office** Phone DSN 626-8302 – Fax DSN 626 8339 - Hrs: Wednesday 0900-1400

Email: [cmvro@eu.navy.mil](mailto:cmvro@eu.navy.mil)

Web site: [http://www.cnic.navy.mil/regions/cnreurfswa/installations/nsa\\_naples/about/departments/supply\\_n33/motor\\_vehicle\\_registration.html](http://www.cnic.navy.mil/regions/cnreurfswa/installations/nsa_naples/about/departments/supply_n33/motor_vehicle_registration.html)