

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

05 Mar 2015



FACT SHEET

REGISTRATION OF MOTORCYCLES

Definition of a Motorcycle:

A motorcycle is a two wheels vehicle with the exception of Quads with minimum size engine of 50 cubic centimeters. Regardless of the individual's circumstances all motorcycles must be registered in the AFI system. Failure to register your motorcycle and pay applicable road taxes will result in the removal of your tax-free fuel privileges.

Documents needed to drive a motorcycle:

- You must complete or sign up for a Motorcycle Safety Foundation (MSF) Course with NSA Safety Office valid for two year. Members with a valid MSF course competency card will be required to sign up for a mentorship/local orientation course.
- Please ensure you contact Mr. Peters David , the Motorcycle Safety Office Coordinator, at 626-5594. After evaluating your situation, Mr. Peters will issue a letter that you will require in order to register of your motorcycle. (Bring this letter with you to your MVRO registration appointment).
- NATO personnel (non US) are not required to attend the MSF Course unless they plan to drive the motorcycle on NSA installations.

Documents needed to register your motorcycle in the AFI system:

- One of the following documents in the sponsors' name: Original Vehicle Title, Certificate of Origin, or Previous Registration. If title or registration is in the dependent's name, the sponsor will need to bring him/her to MVRO so a Bill of Sale can be initiated (AFI vehicles must be registered only in the sponsor's name).
- Incoming Customs document T1 (from Personal Property Office)
- Safety Inspection – This can be performed after the registration and issuance of plates
- The motorcycle must be brought to MVRO for VIN inspection (before or after registration)
- Proof of insurance -- Original insurance sticker (Contrassegno di Assicurazione).
 - Insurance must be in the Sponsors name and valid for minimum of six months.
 - Failure to maintain insurance will be sufficient grounds for immediate termination of registration, driving privileges, and may result in disciplinary actions.
 - If you are USAA insured, you must contact the Company to establish the new policy before reporting to CMVRO. Policy arrangements via phone at CMVRO are not allowed for operations smoothness.
 - If your insurance company is not located in Naples therefore not able to immediately provide you the original "contrassegno" (sticker),CMVRO cannot issue the registration and or plates until such a document required by Italian law is provided. No exceptions.
- AFI Driver license with motorcycle endorsement (Italian translation for NATO Personnel)
- Military - ID and PCS orders
- Civilian - ID and Logistical Support Letter
- NATO Personnel: Duty Free Privilege Letter signed by the Deputy Provost Marshal Office or the Privileges Office Director at JFC

PLEASE SEE CONTINUATION ON REVERSE

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

Web site: http://www.cninc.navy.mil/regions/cnreufswa/installations/nsa_naples/about/departments/supply_n33/motor_vehicle_registration.html

Applicable Fees:

- 20 Euro one time registration fee. No checks accepted!
- 2nd or 3rd Duty-free Vehicles requires payment of Italian Road Taxes
- Taxes are based on vehicle horse power and age – the older the vehicle / larger the engine the more you will pay in road taxes
- Road taxes are transferable to the new owner but must be registered as 2nd or 3rd vehicle
- Annual Rates for motorcycles range from 100– 250 Euro per year -- Call or check our web site for an estimate!

IMPORTANT TO KNOW THAT:

At the end of the registration process you must bring proof of cancellation of the T1 to retain your tax-free fuel privileges.

- Up to 200 liters of Fuel Coupons per month can be authorized on the normal ration as an advance, provided that the sponsor presents to CMVRO proof of a vehicle being shipped at government expenses and a rental car contract.
- The Sponsor must complete all CMVRO transactions, exceptions can be made for family member with a valid Power of Attorney!

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