

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

05 Mar 2015



**FACT SHEET**

**STOLEN VEHICLE**

**PROCEDURAL STEPS**

- **Immediately report to Security Police and file a stolen vehicle report** (DSN 626-5638/5639).
- Ensure you bring a copy of your vehicle registration and proof of insurance (copies can be provided by CMVRO)
- Have the Patrolman contact Italian Investigators (I-7) to inform them of the theft (626-5549 or 335-132-8613)
- Ensure you get a copy of the Security report.
- I-7 will immediately contact Carabinieri and will setup an appointment so you can make a formal denouncement. This must be done in order clear the license plate and will increase the chance of recovering the vehicle.

**MAKE SURE YOU REPORT TO I-7 THE DAY OF THE APPOINTMENT**

- Ensure you bring a copy of the Voluntary Statement for I-7.
- I-7 will escort you to local Carabinieri office to file a Denouncement. The Denouncement **MUST** include: Vehicle Make/Model/Year, AFI plate and Cover Plate numbers, Vehicle Identification Number (VIN), date of theft. Your denouncement must include this information or you will be required to file another denouncement.

**DISTRIBUTION OF DENOUNCEMENT**

- **Immediately report to the CMVRO (any office no appointment required) with the original Carabinieri Denouncement for Italian Customs and Italian Ministry of Transport**
- **Provide copies of the Denouncement to your Insurance Company and Regional Legal Service Office** with attached Security Police Report if required.
- **Keep a copy of Denouncement** for your own records.

**IMPORTANT THINGS TO KNOW ABOUT THE PROCESS**

- **Your vehicle will stay in the MVRO database for 30 days past the stolen date.** This is a Customs requirement to complete a closed court inquest (in event the vehicle is recovered).
- If your primary vehicle was stolen, your NEX gas account will be terminated. You will need to register another vehicle in primary position in order to reactivate your NEX fuel account.
- For NATO personnel who purchase gas at the JFC privilege office, you must pick up your gas card and return it to CMVRO along with the Carabinieri Denouncement.
- If you have a secondary vehicle and you need to purchase gas coupons to go to work, please inform CMVRO. We will establish a temporary fuel allowance to carry you past the 30 day closed court inquest. After 30 days have passed, you will need to setup an appointment with CMVRO and either transfer your secondary vehicle to the primarily position or purchase another vehicle and register it as your primary vehicle.  
\*\*\*\* Please note: the amount of tax free gas coupons that will be issued will be based on the engine size of the secondary vehicle after we take in consideration coupons already purchased for that month. \*\*\*\*
- If the vehicle is registered as your secondary or tertiary (black plated) vehicle, the road taxes must be up to date. Unfortunately, there is no way to refund road taxes that have been paid in advance.
- If this is your primary vehicle, we can not rotate another vehicle into the primary vehicle position until the closed court inquest is complete (30 days) therefore you may need to pay road taxes on your secondary/tertiary vehicle for an additional month.

**\*\*\* IF THE VEHICLE IS RECOVERED PLEASE CONTACT CMVRO IMMEDIATELY\*\*\***

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

Fax DSN 629 6881 Com 081 811 6881 – Email: [cmvro@eu.navy.mil](mailto:cmvro@eu.navy.mil)

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

**Capo Office Phone** DSN 626 4454/2831/2832 Com 081 568 4454/2831/2832 - Fax DSN 626 2830 Com 081 568 2830 - Hrs same as SS

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

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)