30 Day Waiver:

1. All SOFA sponsors are allotted one vehicle per SOFA license in their family.
2. This waiver is to allow the SOFA member 30 days to register an additional vehicle while they deregister another.
3. This waiver must be completed using their current vehicles information and endorsed by an officer in their command (O-5 or above or GS13/NAF-05 civilian equivalent).
4. The prerequisites include: current PDI covering the vehicle until the expiration date, current GoJ inspection, no lien holder on the vehicle and ownership of at least 120 days.
5. Waiver can be extended for an additional 30 days not to exceed 60 consecutive days.

Note: To remain in compliance with MCIPAC-MCBBO 11240.1 the registered owner must present documentation to JSVRO showing that the waivered vehicle has been sold or junked before the expiration of this waiver. **Failure to comply may be grounds for temporary suspension of driving privileges**.

120 Day Waiver:

1. All SOFA members must own a vehicle for the minimum of 120 days before transferring to another individual.
2. This waiver is to allow the SOFA member to transfer the vehicle before the 120 days mark.
3. This waiver must be completed using their current vehicles information and endorsed by an officer in their command (O-5 or above or GS13/NAF-05 civilian equivalent).
4. The prerequisites include: current GoJ inspection, no lien holder on the vehicle and the buyer physically present at JSVRO.
5. 120 waiver is NOT required if SOFA member has orders that annotate that the member is leaving island.

Note: Only one 120 Day Waiver allowed per SOFA member per year.

Spouse Only Request:

1. All vehicles must be registered to the sponsor. No dependents may register vehicles. In order to register a vehicle, sponsor must have a SOFA license.
2. There is one exception to this policy. If a sponsor has not yet acquired their SOFA license and their dependent has, they may submit this waiver to register a vehicle using their spouse’s license.
3. This waiver must be endorsed by their command. (O-5 or above or GS13/NAF-05 civilian equivalent) The only prerequisite is that the dependent have a SOFA license.

**Note:** A Temporary Vehicle Pass will be issued in place of a Military Registration and road tax decal until the sponsor receives a SOFA permit.

Deregister for Repairs:

1. If a SOFA member would like to deregister a vehicle and physically keep it at their residence, a reregister for repairs letter is required prior to deregistration.
2. Deregistration for repair is temporary cancellation of the current inspection period and permits a vehicle to legally stand without GoJ plates for a total of **90** days.
3. A de-registered inspection certificate is issued by GoJ agencies for temporary de-registration and this enables the vehicle to undergo Initial Inspection and New Registration at a later date.
4. This waiver must be endorsed by an officer in their command (O-5 or above or GS13/NAF-05 civilian equivalent). The second endorsement will be from either Security Forces or PMO (if vehicle is being stored on base) or by their landlord (if vehicle is being stored at their off base residence).
5. Once all signatures are acquired, the SOFA member will park the vehicle and remove the license plates and road tax decal.
6. JSVRO will issue a parking permit and the parking permit will be display on the dashboard of the vehicle.

 Note: Parking permit from the JSVRO will be renewed in 30 day increment’s when

 accompanied with a new command authorization letter for an extension on current parking permit.

Additional/Permanent Vehicle Wavier:

1. Additional/Permanent vehicle waivers will only be granted as an exception, not the rule.
2. Members can choose to submit a request to register an additional vehicle. This waiver allows member to register another vehicle in addition to their already allotted one 4 wheel and one two wheel vehicle.
3. **Waivers will only be granted when unusual or exceptional circumstances are present and will not exceed one year induration for additional vehicle and two years in duration for permanent vehicles.**
4. Requester must provide documentation to support justification of waiver.

SPOA Out Processing Letter:

1. All SOFA members are required to out process JSVRO. In order to out process there must not be any vehicles registered to the member’s name.
2. There is one exception to this policy. A member can choose to submit a “Request to Out Process using a Special Power Of Attorney”. This letter must be completed to its entirety and endorsed by an officer in their command (O-5 or above or GS-13/NAF-05 civilian equivalent).
3. The prerequisites include: PDI covering the vehicle for 120 days or expiration of waiver, current GoJ inspection, current year road tax paid and no lien holder.
4. **Please note this request is for special circumstances only**. **Routine PCS is not a special circumstance.** The member’s justification must be clearly stated on the request.
5. On the website, there is a template for the cover letter. Open the template, modify the date, name and command on the cover letter.
6. Take the request letter to JSVRO.
7. This request could take **3-5 business days** and JSVRO will contact the registered owner when the JSVRO endorsement has been signed. **Must be submitted 20 days prior to your rotation date.**
8. Once the request has been approved. Proceed with the SPOA holder to your military Legal office, Adjutant or O-4 or above for notary of the Power of attorney.
9. Return to JSVRO with the original Command Endorsement, JSVRO endorsement, and POA for final out processing and JSVRO stamp. Waiver is valid for a maximum of 120 days, PDI expiration, or GoJ expiration date whichever expires first.

 **Note:** SPOA holders must be SOFA sponsors. Dependents cannot be SPOA holders.