



UNITED STATES MARINE CORPS
MARINE CORPS AIR STATION
BEAUFORT, SOUTH CAROLINA 29904-5001

IN REPLY REFER TO:
5800
PMO

30 SEP 2016

POLICY LETTER 06-16

From: Commanding Officer, Marine Corps Air Station Beaufort
To: Distribution List

Subj: MARINE CORPS AIR STATION BEAUFORT VEHICLE REGISTRATION POLICY

Ref: (a) MARADMIN 245/16
(b) MCO 5580.2B W/CH 2
(c) MCIEAST Policy Letter 11-16
(d) ASO P5110.1F

1. Purpose. To establish installation vehicle registration policy per reference (a) guidance to discontinue issuing Department of Defense (DoD), Form 220, DoD vehicle decals.

2. Information. Per the references, DoD decals will no longer be issued. In addition, the previously issued DoD decals are no longer required to be displayed on vehicles or used to verify authorization for access to the Installation. This policy was effective immediately upon release of reference (a).

a. Per references (a) and (b), the requirement to register vehicles aboard the Installation remains in effect.

b. Personnel assigned to commands aboard Marine Corps Air Station (MCAS) Beaufort, have a place of work aboard MCAS Beaufort or Laurel Bay Military Housing Area, or reside aboard MCAS Beaufort or Laurel Bay Military Housing Area shall register their vehicles with the MCAS Beaufort Vehicle Registration Office.

c. The following documents are required to be presented to the MCAS Beaufort Vehicle Registration Office in order to register a vehicle aboard MCAS Beaufort.

(1) Valid state registration certificate

(2) Proof of insurance

(3) Valid state driver's license

(4) Valid state safety inspection sticker if required by the state of registration.

d. Proof of installation registration is not required to be maintained in the vehicle.

e. Per reference (a), authorization to access the Installation will be verified through 100% identification card checks at all points of ingress to the Installation.

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3. Action

a. Personnel will continue to register their vehicles, per reference (d), but proof of installation registration will not be demonstrated by displaying the DoD vehicle decal.

b. Once a vehicle is registered with the MCAS Beaufort Vehicle Registration Office, or has been previously registered and issued a DoD vehicle decal, the registration remains in effect until there is a change in the status of the vehicle or the owner is no longer assigned to a command aboard MCAS Beaufort, no longer has a place of work aboard MCAS Beaufort or Laurel Bay Military Housing Area, or no longer resides aboard MCAS Beaufort or Laurel Bay Military Housing Area.

c. The most common changes in vehicle status that require updating the installation registration with the MCAS Beaufort Vehicle Registration Office are:

- (1) Change to the state vehicle registration or tag
- (2) Change of insurance carrier
- (3) Sale or transfer of the vehicle

d. All personnel are encouraged to remove and dispose of DoD decals currently on their vehicles.

e. The MCAS Beaufort Provost Marshal's Office has responsibility of enforcing the provisions of this policy and the references.

4. Implementation. This policy is effective when signed.

5. Point of contact. Point of contact is the MCAS Beaufort Provost Marshal at DSN 335-6322 or commercial (843) 228-6322.



P. D. BUCK

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