



# Vehicle Registration Handbook



**Statens vegvesen**

Public Roads Administration

This publication is provided by:-  
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## **VEHICLE REGISTRATION: OVERVIEW**

### **VEHICLE SHIPPING AND REGISTRATION**

The 426 Air Base Squadron oversees and provides direct guidance on importation, customs clearance, registration, sale, exportation and all other vehicle transactions involving custom-free vehicles and Norwegian vehicles free from the Value Added Tax (VAT).

### **SHIPPING PRIVATELY OWNED VEHICLES (POVs)**

Entitled personnel may import their private vehicles for the personal use of themselves and their dependents, which includes recreational and camper vans and motorcycles (to include motorcycles/tricycles, motor-scooters, or similar 2/3wheel/skid machines). These vehicles must have been registered in the name of the entitled individual prior to taking up his or her duties in Norway. Entitled personnel may replace their vehicles by either purchasing a replacement on the local Norwegian market, or by importing. Either option is exempt from duties and taxes. Unaccompanied service members are allowed to purchase one (1) additional vehicle after arrival in Norway and still have the vehicle registered as a NATO entitled vehicle. Accompanied service members are allowed to purchase two (2) vehicles after arrival in Norway and still have the vehicle registered as a NATO entitled vehicle.

Owners may operate foreign registered vehicles that arrive directly from overseas and are equipped with valid registration plates for 30 days, **but drivers must have auto liability insurance see page 14 for details**. Third-party insurance (additional coverage requirement) must be obtained before vehicle operation. With a foreign license plate, current registration and insurance with a green card you will be authorized to operate your vehicle in Norway while awaiting an initial import inspection. Vehicles without insurance, expired or invalid registration, or expired plates may not be operated until local requirements are satisfied.

US personnel not desiring to ship a vehicle to Norway may acquire one from another US forces member stationed here, although availability is very limited and considerably more expensive than in the CONUS. Personnel driving their POV to Norway in the execution of their PCS transfer from another European country must have a valid registration from the country of departure, see page 14 for insurance requirements, and a valid drivers license from a state or territory of the United States.

Note: When you arrive at the Norwegian border with your vehicle you must go through the **RED** side of customs and declare it as a NATO import, explaining you will complete the customs clearance in Stavanger, presenting orders and ID card.

Finally, please bear in mind that the information contained in this pamphlet is a general overview of procedures and requirements. Ultimately, vehicle owners are responsible for complying with all Norwegian regulations/instructions. Please pass any suggestions or comments you have upon arrival to the 426th ABS LG / LGT office.

## **PRE-ARRIVAL RECOMMENDATIONS**

The following actions are highly recommended for completion prior to departing your current duty station:

- Conduct oil changes, maintenance, tire changes, and required maintenance of POV.
- Obtain insurance recognized by the government of Norway-see pages 14-16 for complete information. Request a statement from your insurance provider stating accident free or claim history which could significantly reduce your Norwegian premium. (No claims letter)
- Ensure your US-issued drivers license will not expire while you are assigned to Stavanger (renewal is recommended). Obtain an international drivers license as this might be required for driving outside of Norway. You are only covered under the SOFA agreement within Norway.
- Ship license plates with your POV, upon arrival you are permitted to drive your vehicle if you have license plates, valid registration, and insurance requirements (please refer to page 14 for clarification). You may also want to check that both bumpers are able to accommodate plates as all US states do not require front/back plates. Temporary plates in Norway are approximately \$45 per day and are for restricted use while awaiting local registration. If you will require temporary plates please contact the Public Roads office at the contact number, address listed on page 17 .
- Research the following information concerning vehicle specifics (engine size CC/horsepower/weight) as this will be needed for initial registration.
- Obtain and carry with you either the original title, or a copy of the title/certificate of origin along with an original official letter from the lien holder stating that approval is granted for you to operate vehicle in Norway. The minimum information required on the document is vehicle identification number/make/model/year. You must present the original title or original lien holder letter w/copy of title.

## **IN-PROCESSING**

**VEHICLE ARRIVAL:** Your POV location/status can be accessed via <http://www.pcsmypov.com/>. Your vehicle's tentative arrival date can be updated upon request from the 426 ABS TMO. Prior to receiving your vehicle from the traffic management office it is recommended that you obtain all required insurance dependent on your vehicle status, also referenced on pages 14-16. Additionally, please prepare documentation such as the original title or certificate of origin with financial institution letter, referenced on page 6 and send these to the 426 ABS TMO / [426abs.paxpropery@us.af.mil](mailto:426abs.paxpropery@us.af.mil). The following steps will assist you in registering your vehicle upon arrival. To clear tax free customs, TMO requires your NATO ID and Norwegian Dnr#. The vehicle can not be cleared / handed over too you until TMO has this information and can fully clear custom, even if released to base and sitting on the parking lot.

- Personnel will be notified by the traffic management office when POVs arrive at the installation. At this time an appointment will be set-up by the traffic management office to inspect the vehicle and verify any damages incurred during shipping. Please remove the DD Form 2220 (sticker) at this time.
- At time of hand over from TMO, you will be advised of any obvious faults that might need attention prior to you vehicle inspection i.e. tires, VIN identification, safety equipment are all in accordance with Norwegian specifications reference on pages 6 and 7.
- Upon completion of the Traffic Management handover / inspection contact the Norwegian Inspection Station to set-up an appointment at the Stavanger office # 22 07 30 00 (see Note 1). If you arrive in the months of June thru August an appointment may not be available for 30-40 days (see Note 2).

**Note 1:** Please specify you would like an appointment at the **Stavanger Traffic Station** and state it is for a **NATO and US spec** registered vehicle when speaking with the customer service representative, or in the E-mail address (pg 17). As a last resort you can visit the DMV inspection office in person.

**Note 2:** The Traffic Station offers a drop-in service at 0800 for re-inspections only. **As you are importing a US spec vehicle, you must set up an appointment, and not a drop in appointment.**

**Note 3:** Please ensure you have the original title or certificate of origin with financial institution approval letter referenced on pages 6 and 19.

## VEHICLE REGISTRATION FEES/DOCUMENTS

Initial Registration Fees are outlined in the below table (the figures are an estimate and could vary slightly). The Public Roads Administration office hours of operation are Monday 0900-1515, Tuesday 0815-1800, and Wednesday-Friday 0815-1515.

**NOTE:** Cash is the recommended payment since not all US-based debit/credit cards, such as US VISA, MasterCard are accepted. All Norwegian bank cards are accepted.

### PASSENGER VEHICLES

INSURANCE*	TEMP THIRD PARTY 30 DAYS	<b>2300 NOK</b>
INSPECTION**	PASSENGER VEHICLES	<b>960 NOK</b>
	MOTORCYCLES	<b>450 NOK</b>
	RE-INSPECTION	<b>275-385 NOK</b>
PLATES	PASSENGER VEHICLES	<b>120 NOK</b>
	MOTORCYCLES	<b>120 NOK</b>
TEMP REGISTRATION TAGS PER DAY (RED TAGS)		<b>350 NOK</b>
EU INSPECTION***		<b>Price depending on where you book</b>
VEHICLE MODIFICATIONS (Lights/lenses/miscellaneous)		<b>N/A</b>

\* Annual premium varies due to individual driving history

\*\* Minimum fee for initial inspection (excluding modifications if needed)

\*\*\* EU inspection is a bi-annual safety inspection conducted on vehicles

### **INSPECTION APPOINTMENT (DOCUMENTS REQUIRED):**

- Original Title or copy of vehicle title/Certificate of Origin/ with original letter from financing agency
- Customs Form III JWC NATO
- Norwegian Customs Form (yellow/pink form/NA0221)

As you can see from the prices above the initial inspection and registration of POVs is rather expensive, although if you complete the recommended items from Pre-Arrival and plan ahead, the out-of-pocket expense should be kept to a minimum.

## INSPECTION REQUIREMENTS

The requirements outlined below provide general inspection requirements and are not all inclusive. **US spec vehicles, have a waiver for Parking, headlights, turn signals.**

Parking Lights	Located in front of vehicle not glaring and white/clear/ orange to include lenses which must be mounted at the same height not to exceed 40 cm from the edge of vehicle.
Turn Signals	Front: flashing amber/orange or white lights Rear: flashing amber/orange with a frequency of 60-120 flashes per minute. Must be mounted so they are visible at a point on the vehicle's longitudinal axis, 10 meters out and not mounted higher than 1.5 meters above the ground.
Primary Headlights	European Union approved marked with the "E." Sealed beam lights are accepted if they are "E" marked. DOT/SAE lights are approved if bulbs can be changed. Additionally, all vehicle operators are required to drive with headlights on 24-hours-a-day.
Chassis Identity (VIN)	VIN must be permanently engraved in the engine compartment (body frame). If needed, an engraver is available for temporary use at the TMO office.
Seat Belts	Three-point seatbelts approved by the state of origin.
Tint	Tint is not permitted on windshield or driver/front passenger windows (after-market tint most likely will be unacceptable) and removal will be required.
Tires	The tread depth of the vehicle tires must be at least <b>3 mm</b> for winter tires and <b>1.6 mm</b> for summer tires. Inspectors will use a tread-depth gauge at any two adjacent major grooves at three areas spaced approximately equally around the outside of the tire. If at any point the tire tread is less than required the tire is considered excessively worn. Spares are also subject to inspection. The penalty for operating a vehicle without proper tread depth are 750 NOK per tire.
Mirrors	Two external mirrors, one on each side with internal rear view mirror.
Safety Triangle	"EU"-approved reflective safety triangle.
Traffic Vest	<b>CE EN471</b> or <b>EN1150</b> high viz vest must be in vehicle and accessible for the driver "glove box" or close vicinity.

## **REGISTRATION PLATES**

After a successful vehicle inspection you will be provided with an inspection document to take to the Public Roads office. This office is located adjacent to the Trafikkstasjon and you must take the required fees and other required documents (see page 6). Your plates will take 24h to be produced once you have passed your inspection, you will normally receive an SMS to say they are ready for collection.

- European plates do not fit on all US vehicles. Modifications may need to be made to the bumper to accommodate European plates. Both plates must be affixed to the vehicle.
- The Public Roads office will verify that members have obtained Norwegian third-party insurance in the DMV database. **If you do not have your Norwegian 3rd party liability insurance from a Norwegian company, they will not issue you, your tags.**
- At this time you will be provided with a temporary vehicle registration, **valid for 30 days only.** NATO Host Nation customs office, will receive your permanent documents approximately 21 days after. Please check with this office for their arrival. Upon receiving these documents, PART I is to be kept inside the vehicle by law, PART II (Norge Vognkort del 2) is the new title and is kept as a personal record for transferring the ownership only.  
If you do not receive these documents contact the NATO host nations customs office. **Ensure you do not drive / operate your POV past the temporary registration expiry date, if you have not received your permanent documents.**

## **INSTALLATION REGISTRATION**


Upon receiving your permanent Norwegian plates you will be permitted to receive the permanent Jåtå installation vehicle pass (contact 5287-3257). Upon receiving the vehicle pass, display while on the installation and remove from view upon departing the installation.



## FOLLOW-UP ACTIONS

The guidance below will provide item and frequency of required follow-up actions that members must complete.

### REGISTRATION/TITLE RECOVERY/EU INSPECTION

<p>Permanent Norwegian Vehicle documents</p>	<p>NATO Host Nation customs office, will receive your permanent documents approximately 21 days after. Please check with this office for their arrival. Upon receiving these documents, PART I is to be kept inside the vehicle by law, PART II (Norge Vognkort del 2) is the new title and is kept as a personal record for transferring the ownership only. If you do not receive these documents contact the NATO host nations customs office. Ensure you do not drive / operate your POV past the temporary registration expiry date, if you have not received your permanent documents.</p>
<p>Title Recovery</p>	<p>Hand in your US title at the Norwegian DMV when collecting your new Norwegian tags. 426 TMO will hand your US title to you when you PCS out of Norway.</p>
<p>EU Inspection*</p>	<p>EU safety inspections which are conducted at approved stations (most vehicle dealerships, look for the "Godkjent Av" sign) throughout the Stavanger area. This inspection is conducted on import and four years after the vehicle year of manufacture date and two years thereafter and focuses primarily on vehicle safety features such as brakes, steering, lights, electrics and axles. To review when your vehicle requires the EU inspection visit: <a href="http://www.vegvesen.no/Kjoretoy/Eie+og+vedlikeholde/Periodisk+kjoretoykontroll/Kontrollfrist">http://www.vegvesen.no/Kjoretoy/Eie+og+vedlikeholde/Periodisk+kjoretoykontroll/Kontrollfrist</a></p> <div style="text-align: right;">  </div>

**HEADLIGHTS:**

- Clear lenses
- Clear bulbs
- 24/7 Operation

**TURN SIGNALS:**

- Clear or orange lenses
- Clear, amber, or orange bulbs

**PARKING/RUNNING LIGHTS:**

- Clear or orange lenses
- Clear or orange bulbs

**VIN:**

- Stamped or engraved on chassis
- Permanent



**TIRES:**

3 MM tread depth in winter labeled “M+S, “MS, M&S or Mud and Snow  
1.6 MM in summer

\*Winter defined as 1 Nov—7 days after Easter Monday



## PARKING SIGNS



Free Parking You may park where this sign is placed.



No Parking. You may stop briefly, but you may not leave your vehicle.



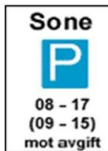
The parking "sone" (translate: zone) is an area with special parking restrictions. The main purpose of these zones is to allow people who live there to park outside their homes. They buy special permits from the city. All other drivers must park in specially marked parking spaces (e.g. parking spaces with ticket machines, or meters, or with restricted hours).



These parking zone signs have additional information. The sign on the left means you may not park in the zone (unless you have special permit) on weekdays between 8 a.m. and 6 p.m. and on Saturdays between 8 a.m. and 4 p.m. But you may park in this zone on Sunday and times outside of these restricted hours.



This sign states it is legal to park between 8 a.m. and 6 p.m. on weekdays if your park for less than one hour.



This sign allows paid parking only (mot avgift) on weekdays between 8 a.m. and 5 p.m. and on Saturdays between 9 a.m. and 3 p.m.

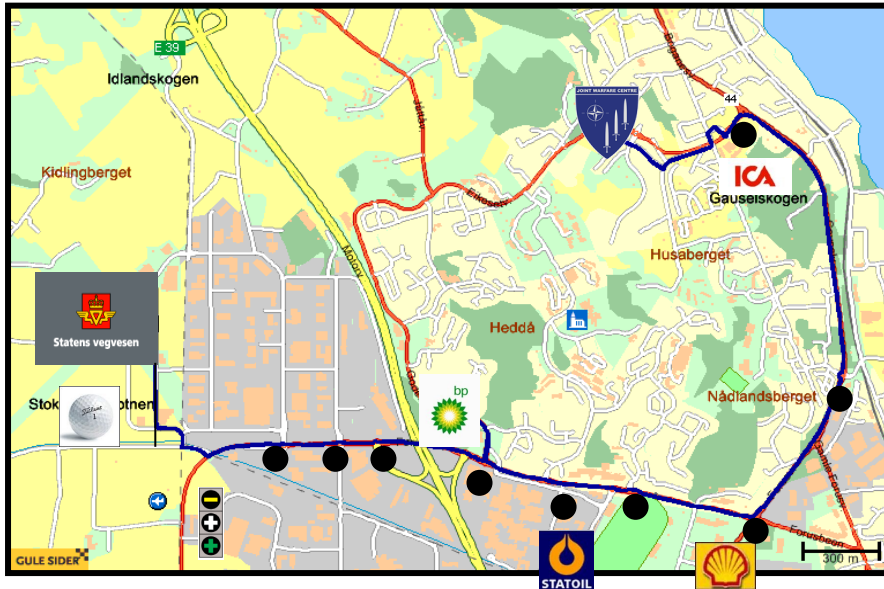


You will see one of these two signs when leaving a parking zone.

## LICENSE PLATE

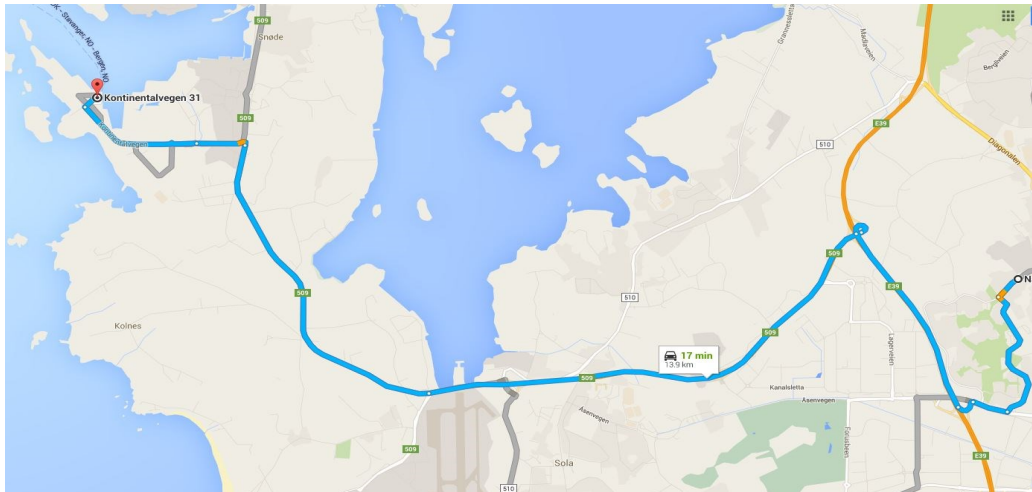
## MAPS

### MAP 1 (Traffic Station, Statens Vegvesen: Signs read Trafikkstasjon)






Traffic Station address: Christian August Thorings Veg 12, 4033 Stavanger [Do not follow the GPS to this address from NATO, some sets try to take you over a foot bridge. BEWARE!!]

### MAP 2 (Stavanger Customs Office)



Opening hours: Monday, Wednesday and Friday from 0800 till 1200, Tuesday and Thursday are closed

Office address: Risavika port, Tananger (foreign terminal, Kontinentalvegen 31, 4056 Tananger), first floor [Latitude: 58.9209867, Longitude: 5.5825565]

<b>TOLL INFORMATION</b>	
<b>TOLL BOX /AUTO PASS INFORMATION</b>	
<b>OPERATION</b>	<p><b>IF YOU DO NOT HAVE AN AUTO PASS PAYMENT BRICK, YOU HAVE 2 PAYMENT OPTIONS:-</b></p> <ol style="list-style-type: none"> <li><b>PASS THROUGH TOLL PLAZA AND WITHIN 48 h VISIT AN ESSO GAS STATION AND EFFECT PAYMENT</b></li> <li><b>REGISTER YOUR CREDIT CARD AT THE BELOW LINK AND A \$50 ACCOUNT WILL BE SET UP TO MAKE AUTOMATIC PAYMENTS FROM.</b>  <a href="http://www.flytpass.no">http://www.flytpass.no</a></li> </ol> <p><b>FAILURE TO MAKE PAYMENT WILL RESULT IN A \$75 FINE PER PASS.</b></p>
<b>LIGHTS</b>	<p><b>WHITE</b> (ACCOUNT IS LOW)</p> <p><b>GREEN</b> (ACCOUNT IS ACCEPTABLE)</p> 
<b>AUTOPASS (BRICK)</b>	<p>To obtain a Toll pass brick, log into :-  <a href="http://www.flytpass.no">http://www.flytpass.no</a></p> <p>(in English)            Complete customer registration. For your address use your residence or NATO street address (NO APO address)</p>  

## **Driving on foreign registration/plates in Norway**

Military members stationed in Norway have 30 days to register their vehicles after it's importation. During this 30-day period, you may drive on a valid foreign registration (e.g. Virginia / Germany) *if you also have the required liability auto insurance coverage for driving in Norway*. And, of course, your vehicle must meet basic traffic safety requirements (tires with sufficient tread, lights working properly, breaks in good shape, etc.). This 30-day grace period allows new arrivals sufficient time to pass a EU vehicle inspection and register at the local motor vehicles agency. The first section below will explain how to obtain the proper insurance. The second section will discuss how a member can obtain temporary registration and insurance if they do not have a valid foreign registration/license plate.

### **I. INSURANCE COVERAGE FOR THOSE WITH VALID FOREIGN REGISTRATION AND PLATES:**

**A word of Caution:** Norwegian insurance companies (such as IF) **will not** provide liability coverage for vehicles with foreign registration / plates. Some times Norwegian insurance companies direct members to seek coverage from a local Norwegian custom's office (see below – **Option 2**). Members may use either option, but you do not need both. If you feel you have received conflicting information from a Norwegian insurance company, please contact the 426 ABS LG / JA offices.

#### ***Option 1 – Insurance while on foreign tags.***

Newcomers may seek coverage from their U.S. insurance company. But when speaking to their U.S. insurance company, they must:

- (1) Inform the agent that they intend to drive their vehicle in Norway for up to 30 days using their U.S. registration and plates (e.g. Virginia plates), not Norwegian plates.
- (2) Ask for an International/European insurance card (commonly referred to as the "green card" or European Touring Policy card). This insurance card proves that a member has liability insurance for driving a U.S.-registered vehicle in Norway. A member may ask their insurance company to e-mail or fax it to them. Very Few US companies offer this coverage now.

## **Driving on foreign registration/plates in Norway**

### ***Option 2 – Insurance from Norwegian Customs***

As another option, a member may obtain insurance for foreign registered vehicles at their local customs office. The Stavanger Customs Office offers this insurance, from the Motor Insurers' Bureau in Norway . For informational purposes only, a description of rates and coverage (the required liability coverage) and contact information is provided on page 16. Please visit the Stavanger Customs Office to obtain information on current rates and coverage.

### ***What to do if stopped by the Norwegian Police:***

If a policeman stops a newcomer and asks why they are driving a foreign registered vehicle, they need only explain that they are with NATO and show that they have the proper liability insurance by presenting the green European insurance card issued by their insurance company. They should inform the police officer that they have had the car in the country for less than 30 days. They should also have the paperwork to show that the car has been in Norway for less than 30 days. But only present this paperwork if asked.

## **II. INSURANCE COVERAGE FOR THOSE WITHOUT VALID FOREIGN REGISTRATION AND PLATES:**

If a member does not have a valid foreign registration/plates, they must buy a temporary registration – known as red tags to drive their vehicle. The red tag proves that their vehicle has the mandatory liability insurance (this is part of the cost of a red tag). Drivers with red tags may drive their vehicles to and from the inspection/registration station, auto mechanic's garage or use the red tag to show it to a potential buyer. Red tag registration is not a substitute for ordinary registration and only permits a member to operate the vehicle for specific and limited purposes. Red tags cost about NOK 250 per day.

This office does not endorse or recommend any particular insurance company, but we will gladly discuss auto insurance requirements for driving in Norway.

### **Contact Information:**

426 ABS JA 5195 0532 / 0533 / 0534  
426 ABS LGT 5195 0573 / 0574 / 0572

## Frontier motor insurance in Norway

**Frontier Motor Insurance** may be taken out for vehicles registered in countries which have not joined the Green Card System, as well as for vehicles with expired green cards. The insurance coverage must be valid during the whole period of operation in Norway. The Stavanger Customs office, (ph# 5186-8679 /5186 8670 ), issues the frontier insurance in Norway. This frontier insurance policy is valid in Denmark, Finland, Norway and Sweden, as well as in other European Economic Associations (EEA)-countries and Switzerland.

The minimum validity period is **one month**. The amount of insurance premium for a passenger car is NOK 2300 for the first month and NOK 1400 for the next continuously following months or parts of months. If insurance for a passenger car is taken out for a whole year the premium is NOK 17700. The whole amount of premium must be paid in advance. In the event members purchase a vehicle in Sweden i.e. Volvo, temporary plates are available for purchase with a valid VIN.

### **SCOPE OF COVERAGE**

Frontier insurance **covers** compensation:

- To the innocent party for bodily injuries and material damage, and to the passengers in the insured vehicle for bodily injuries, according to the legislation of the country where the traffic accident occurred.
- In Finland, Sweden and Norway bodily injuries to both the driver and the owner of the insured vehicle.

The insurance **does not cover damage to your own vehicle or towing expenses.**

	<b>Minimum premium (1 month)</b>	<b>Additional charge for the following months or parts of them</b>	<b>Annual premium (1 year)</b>
<b>A Passenger cars</b>	<b>NOK 2300</b>	<b>NOK 1400</b>	<b>NOK17700</b>
<b>B Motorcycles</b>	<b>NOK 1600</b>	<b>NOK 590</b>	<b>NOK 8090</b>
<b>D Moped</b>	<b>NOK 1150</b>	<b>NOK 700</b>	<b>NOK 8850</b>

Address: Stavanger Customs (TOLL) office:  
Risavika port, Kontinentalvegen 31, 4056 Tananger.





## Useful Contact Information



POINT OF CONTACT	TELEPHONE	E-MAIL or WEB ADDRESS
Traffic Management office	5195-057(2)(3)(4)	<a href="mailto:426abs.paxproperty@us.af.mil">426abs.paxproperty@us.af.mil</a>
Legal office	5195-0533	<a href="mailto:426abs.ja@us.af.mil">426abs.ja@us.af.mil</a>
Inspection Appointments	2207 3000	<a href="mailto:Firmapost-vest@vegvesen.no">Firmapost-vest@vegvesen.no</a>
Stavanger Traffic Station Address:- Christian August Thorings Veg 12. 4033 Stavanger.	5194 5999	<a href="http://www.vegvesen.no">http://www.vegvesen.no</a>
Norwegian Customs	5164 1754	<a href="http://www.toll.no">www.toll.no</a>
Tolls (AutoPASS)	5555 9494	<a href="http://www.flytpass.no">http://www.flytpass.no</a>
Frontier Insurance (customs) 30 days temp insurance	5164 1754	Visit in person. <a href="http://www.vegvesen.no/Kjoretoy/Eie+og+vedlikeholde/Periodisk+kjoretoykontroll/Kontrollfrist">http://www.vegvesen.no/Kjoretoy/ Eie+og+vedlikeholde/ Periodisk+kjoretoykontroll/ Kontrollfrist</a>
Periodic EU inspection.	2207 3000	

### WEBSITES

Vehicle Tracking		<a href="http://www.pcsmypov.com/">http://www.pcsmypov.com/</a>
Services / Rental vehicles	5195 0581/2	<a href="http://www.426services.com">www.426services.com</a>
Telephone Directory		<a href="http://www.gulesider.no">www.gulesider.no</a>
Maps		<a href="http://www.gulesider.no">www.gulesider.no</a>
Newspaper and weather		<a href="http://www.newsinenglish.no">www.newsinenglish.no</a> <a href="http://www.yr.no">www.yr.no</a>
National Highway Safety		<a href="http://www.nhtsa.dot.gov/">http://www.nhtsa.dot.gov/</a>
Vehicle Safety		<a href="http://www.safercar.gov/">http://www.safercar.gov/</a>
Local Traffic Info		<a href="https://www.vegvesen.no/traffic">https://www.vegvesen.no/traffic</a>