

INSTRUCTIONS

1. To avoid delays in processing, please ensure the accuracy of the odometer reading and the vehicle identification number.
2. Always write your name in the following order: surname, given name, initial. Spell your name exactly as it was given to the Office of Protocol. *(Applications with names different from the accreditation record will be returned for verification.)*
3. When writing in numbers only, use the month, date, year format *(mm-dd-yyyy)*. Give your date of birth exactly as it was given to the Office of Protocol.
4. Copy all the motor vehicle information from the Certificate of Origin or Vehicle Title. Be very careful when copying the vehicle identification number. Provide mileage displayed on the vehicle's odometer. *(This application cannot be processed without odometer information.)*
5. If applicable, provide the name and address of the bank or other institution with a financial interest (lien) in the motor vehicle.
6. You must sign and date the application and it must bear the Mission seal.

OFFICE OF FOREIGN MISSIONS USE ONLY

NOTATIONS *(Please include the date and your initials.)*

OFFICE OF FOREIGN MISSIONS USE ONLY
<u>Time/Date</u>

PRIVACY ACT STATEMENT

AUTHORITIES: The information is sought pursuant to Vienna Convention on Diplomatic Relations of 1961; Vienna Convention on Consular Relations of 1963; Diplomatic Relations Act (22 U.S.C. 254a-e); International Organizations Immunities Act (22 U.S.C. 288e (a)); Foreign Missions Act of 1982 (22 U.S.C. 4301-4316) as amended.

PURPOSE: The information solicited on this form will be used to adjudicate requests for diplomatic motor vehicle title(s) for foreign mission members.

ROUTINE USES: The information provided on this form may be provided to other federal agencies for law enforcement, administrative or other statutorily authorized purposes as covered under STATE 36, Security Records. This information also may be provided to the employing foreign government or international organization.

DISCLOSURE: Providing this information is voluntary; Failure to provide the information requested on this form may result in denial of diplomatic motor vehicle title(s) for foreign mission members.

PAPERWORK REDUCTION ACT STATEMENT

*Public reporting burden for this collection of information is estimated to average 15 minutes per response, including time required for searching existing data sources, gathering the necessary documentation, providing the information and/or documents required, and reviewing the final collection. You do not have to supply this information unless this collection displays a currently valid OMB control number. If you have comments on the accuracy of this burden estimate and/or recommendations for reducing it, please send them to: M/OFM, 3507 International Place NW, Washington, DC 20008.