

**VEHICLE RESALE LOT REGISTRATION
RESPONSIBILITIES AND PROCEDURES:**

The Outdoor Recreation Staff maintains the Vehicle Resale Lot for use by authorized customers as stated in AFI 34-101. Customers may use the lot to sell privately owned vehicles to include cars, trucks, motorcycles, recreational vehicles, boats, trailers, etc. that are their own personal property or for which they have a special power of attorney to sell. Customers must present proof of ownership before being issued a Vehicle Resale Lot Permit.

All vehicles on the lot must have current registration (in the name of the authorized seller), insurance, a current resale lot use permit and a "For Sale Sign" displayed at all times.

The Vehicle Resale Lot will be designated by signs and spaces will be properly identified with numbers painted on the pavement. All vehicles must be registered with current license plates attached and be parked in the designated parking space assigned by the Outdoor Recreation Staff. Spaces are assigned for one (1) vehicle only.

Vehicles parked in the lot must prominently display the Vehicle Resale Lot registration form provided by the Outdoor Recreation Staff and a "FOR SALE SIGN" provided by the owner of the vehicle which indicates both a duty and home phone number of the owner. The numbers must match those on the registration form on file at Outdoor Recreation. Vehicles that do not display a current registration will be cited for illegal parking and towed at the owner's expense to a storage lot off base.

Commercial concerns or individuals acting in behalf of a commercial concern may not use the self-sale lot.

For environmental reasons, no maintenance or repair work (including oil changes) will be accomplished in the lot with the exception of minor maintenance such as changing light-bulbs and repairing flat tires. Washing of vehicles is not permitted.

The cost to register and use the lot will be a non-refundable \$10.00 fee for the first month usage and must be paid prior to parking on the lot. If the vehicle does not sell in the first month additional fees will be assessed in five dollar (\$5) increments up to and not to exceed twenty-five dollars (\$25.00). The maximum length any vehicle may stay on the lot is six months. Re-admittance will be considered on a case-by-case basis. Owners must re-register every 30 days and pay the increased fee for each renewal month. There will be a 3 day grace period for renewal at which time the Outdoor Recreation Manager will call to remind the owner to pay for the time or remove the vehicle. Failure to keep payments up to date may result in the vehicle being towed off-base at the owner's expense.

Outdoor Recreation is not responsible for lost or stolen items left in vehicles or damage to said vehicles.

NAME

REGISTRATION

EXPIRATION DATE

