

The Provost Marshal Office (PMO) would like to re-emphasize the regulations for registering vehicles on Fort Polk to all civilians, retirees, contractors, soldiers and their family members. These regulations are put into place for our protection and that of our family members. Beginning **1 July 2004** these rules/procedures on temporary and permanent vehicle passes will be strictly enforced.

Vehicles that require permanent registration on Fort Polk are ***privately owned vehicles*** (POV), to include ***motorcycles and mopeds*** that are owned or operated by active duty or retired military personnel, their family members, civilians employed on Fort Polk, and person(s) having a valid reason for entering the installation frequently.

Complete registration (temporary or permanent) **must be** completed within ten (10) working days of bringing the vehicle onto the installation at the Provost Marshal's Vehicle Registration Office (VRO) located at building #1830.

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Temporary registration/passes will be issued at the Access Control Points (ACP) for the day of issue only.

\*For example: Issued at 1100 hours, 16 June – will expire 2359 hours, 16 June.

If a person is staying longer than one day, 30-Day Temporary passes will be obtained at the Vehicle Registration Office under the following categories:

- Vehicles owned/operated by persons stationed on Fort Polk and their family members or civilians that are employed on Fort Polk that have a ***temporary state registration (newly purchased vehicle)***.
- Vehicles owned/operated by persons on ***Temporary Duty*** (TDY) or persons visiting Fort Polk for 2 days to no more than six months (that do not have another installation permanent registration).
- Vehicles that are ***rentals*** will be given a temporary registration until the return date on the contract.
- Those newly arriving to Fort Polk from an overseas assignment and have an ***overseas license plate*** will be issued a temporary registration for no longer than 30 days.
- Those ***family members visiting*** those stationed on post will be given a temporary registration for no more than 7 days. (If a longer pass is required, it must be approved by the PMO)

- Those military members ***newly assigned*** to Fort Polk who are ***waiting to be assigned*** to a unit and to quarters will be given a temporary registration. Single soldiers that will be living in the barracks and/or those soldiers that will be assigned to family quarters will be giving a temporary for no longer than 30 days.

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Guards/MP's check for unauthorized registration decals. If you do not have a valid pass or registration, you will be asked to stop at the ACP and receive your temporary pass. If they are ***severely faded, expired*** or ***mutilated*** they will be removed immediately (no exceptions). An information work sheet will be completed and a visitor's pass will be issued at that time.

**Remember:** Guards/MP's will check all of your vehicle documentation to issue the pass and a vehicle inspection will be conducted; all must have valid vehicle registration, insurance, and driver's license. If the documents are not valid, personnel will be given a citation.

Please contact the VRO with your questions at: 531-0380/0381 or the Provost Marshal Office Operations at: 531-7303/1746.

VRO operating hours are:

Monday, Tuesday, Wednesday, & Friday: 0730-1630  
Thursday: 1230-1900