### Transfer of Vehicle Ownership:

**Both the buyer and seller must attend SBA Customs / Fiscal Office with the following documents:**

**Buyer:**
- Insurance Cover Note with minimum 4 months cover
- Assignment Order
- Military ID or Passport & Status Stamp
- Driving License

**Seller:**
- C104A (issued by Fiscal / Customs)
- Log book in seller's name
- Valid road tax certificate
- Valid MOT certificate
- Bank clearance (if applicable).

### Import of Duty-Free Vehicle:

Attend SBA Customs / Fiscal Office with the following documents to obtain C104A:

- Assignment Order
- Military ID or Passport & Status Stamp
- Driving License
- Insurance Cover Note with minimum 4 months cover
- Original UK V5 logbook

Note: You do not need a C104A for importing a duty paid vehicle.

### Transfer of DA Sponsorship:

Old and new sponsor and domestic assistant to attend SBA Customs / Fiscal Office along with the following documents:

**New Sponsor:**
- Medical insurance in new employers name
- Military ID or Passport & Status Stamp
- New contract completed and Appendix 2 signed by 2\textsuperscript{nd} Parent / Guardian if applicable
- Table of extra information for employment of Domestic Assistant

**Old Sponsor**
- Existing contract
- Proof of identification

**Domestic Assistant:**
- Passport
- Current status stamp (pink)
- Table of extra information of domestic assistants personal details

### Ration Card:

Attend SBA Customs / Fiscal Office with the following documents:

- Military ID and Assignment Order and old ration card or
- Passport and status stamp and old ration card (UKBC, dependants etc.)