



DEPARTMENT OF THE ARMY  
UNITED STATES ARMY EUROPE  
UNIT 29351  
APO AE 09014-9351

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AEPM

12 July 2016

MEMORANDUM FOR

Commanders of U.S. Forces Combatant Commands and Service Component  
Commands in Europe  
HQ USAREUR Staff Principals and Commander, HHBN, HQ USAREUR  
Commanders of USAREUR Major Subordinate and Specialized Commands  
Director, IMCOM-Europe, and Commanders of U.S. Army Garrisons

SUBJECT: Customs Exemptions and Limited Individual Logistic Support for NATO  
Liaison Officers and Military Personnel Exchange Program Personnel in Germany

This memorandum expires in 2 years.

1. **References.** [Enclosure 1](#) lists references.

2. **General.** Pursuant to the NATO Status of Forces Agreement (SOFA) and the (German) Supplementary Agreement (SA) to the NATO Status of Forces Agreement (SOFA) (NATO SOFA SA) ([ref \(encl 1\), para 1](#)), military personnel from the Sending States (that is, Belgium, Canada, France, the Netherlands, the United Kingdom, and the United States of America), their spouses, and other authorized Family members are eligible for customs privileges and individual logistic support (ILS) (including tax privileges) ([ref \(encl 1\), para 6](#)) when the Sending-State military member is assigned as a liaison officer (LNO) or Military Personnel Exchange Program (MPEP) officer to United States Forces (USF) commands, organizations, or units in Germany.

a. According to international agreements and German law ([ref \(encl 1\), paras 2 and 3](#)), military personnel from NATO countries other than the Sending States, including German military personnel and their Family members, are usually not eligible for ILS when assigned as an LNO or MPEP officer with the USF in Germany.

b. Based on an exception approved by the Customs Department, German Federal Ministry of Finance ([ref \(encl 1\), para 7](#)), the USAREUR Provost Marshal (PM), as the USAREUR CG's Customs Executive Agent for Germany ([AE Reg 550-175](#)) and on behalf of USEUCOM, is authorized to grant limited ILS privileges to military personnel from NATO countries other than the Sending States.

3. **Applicability.** This policy applies to NATO non-Sending State military personnel and their spouses who are accredited to USF commands (for example, USAFRICOM, USEUCOM, USSOCOM, USAREUR, CNE-CNA-C6F, USAFE/AFAFRICA) in Germany and when the sponsors are performing duties as an LNO or MPEP officer.

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**4. Authorized Support for LNOs and MPEP Personnel from NATO Non-Sending States.** LNOs and MPEP personnel from NATO non-Sending States (except Germany) will be eligible for the limited types of ILS identified in [enclosure 2, paragraph 1](#).

**5. Authorized Support for LNOs and MPEP Personnel from Germany.** LNOs and MPEP personnel from Germany will be eligible for the limited types of ILS identified in [enclosure 2, paragraph 2](#).

**6. Responsibilities.**

a. The NATO SOFA Customs Policy Branch, Office of the Provost Marshal, HQ USAREUR, is responsible for—

(1) Issuing LNOs, MPEP personnel, and their Family members memorandums of authorization, AE Form 600-700A (Army in Europe Privilege and Identification Card), and temporary authorization cards (TACs), as applicable and authorized.

(2) Coordinating incorporation of this policy into permanent publications ([AE Reg 550-175](#) and [AE Reg 600-700](#), as applicable) before this memorandum expires.

b. The sponsoring USF organization is responsible for—

(1) Coordinating base access for the LNOs, MPEP personnel, and their accompanying Family members, as applicable.

(2) Issuing USF ration cards.

(3) Ensuring the LNO or MPEP officer immediately notifies the NATO SOFA Customs Policy Branch ([para 7](#)) when the LNO's or MPEP officer's assignment changes. The sponsoring organization must ensure the LNO or MPEP officer turns in the ID cards, ration cards and TACs to the servicing Army in Europe Customs Executive Agency field office identified in the authorization document.

(4) Submitting extension requests with a verification of assignment extension when appropriate.

c. LNOs and MPEP officers are responsible for immediately notifying the NATO SOFA Customs Policy Branch ([para 7](#)) when their assignments change. The LNO or

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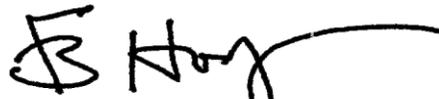
MPEP officer must also turn in any issued ID cards, ration cards, and TACs to the servicing Army in Europe Customs Executive Agency field office identified in the authorization document.

d. LNOs, MPEP officers, and their spouses or other Family members are required to carry appropriate authorization documents with them when using USF facilities.

**7. POCs.** The NATO SOFA Customs Policy Branch POCs at military 314-537-3929/3960, civilian 0049-611-143-537-3929/3960.

2 Encls

1. [References](#)
2. [Procedures](#)



FREDERICK "BEN" HODGES  
Lieutenant General, USA  
Commanding

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## References

1. NATO Status of Forces Agreement (NATO SOFA) and the (German) Supplementary Agreement (SA) to the NATO SOFA (NATO SOFA SA)
2. *Truppenzollgesetz* ((German) Foreign-Forces Customs Law)
3. *Truppenzollverordnung* ((German) Foreign-Forces Customs Statutes)
4. AR 215-1 Military Morale, Welfare, and Recreation Programs and Nonappropriated Fund Instrumentalities
5. [AE Regulation 550-175](#)/CNE-CNA-C6F Instruction 5840.1F/USAFE Instruction 51-702, U.S. Forces Customs Controls in Germany.
6. [AE Regulation 600-700](#), Identification Cards and Individual Logistic Support
7. Letter, *Bundesfinanzdirektion Nord (Zoll)* ((German) Federal Finance Directorate–North (Customs), 5 Juli 2010, subject: *Antrag nach §9 Truppenzollverordnung; Verbindungsoffiziere aus NATO-Mitgliedstaaten* (Request Concerning Section 9 of the (German) Foreign-Forces Customs Statutes; Liaison Officers from NATO Member States)
8. [AE Form 550-175M \(Temp\)](#), Request for Limited Individual Logistic Support (For a NATO Foreign Liaison Officer or Military Personnel Exchange Program Officer)

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## Procedures for Granting Limited Individual Logistic Support for Non-Sending State Liaison Officers and Military Personnel Exchange Program Personnel

**1. Authorized Support for Liaison Officers (LNOs) and Military Personnel Exchange Program (MPEP) Personnel from NATO Non-Sending States.** In accordance with the [basic memo, paragraph 4](#), LNOs and MPEP personnel from NATO non-Sending States (except Germany) and their spouses are eligible for the following types of individual logistic support (ILS):

**a. Nonrationed Items:**

(1) Purchase of tax and duty-free goods at Army and Air Force Exchange Service (AAFES) and Defense Commissary Agency (DECA) facilities without payment of tax or duty to German authorities. The sales price per item cannot exceed 25 euros or the current U.S.-dollar equivalent.

(2) Purchase at United States Forces (USF) catering facilities of ready-made food for immediate consumption on the premises or in their household.

**b. Rationed Items and Ration Cards.** LNOs, MPEP personnel, and their spouses are each authorized to purchase the following amounts of rationed items: 200 cigarettes per week; 2.5 kilograms of coffee per month; 250 grams of coffee extracts per month; and 6 liters of alcoholic (those with more than 33-percent alcohol by volume) beverages per month. The USF organization to which the LNO or MPEP officer is assigned is responsible for issuing the USF ration card.

**c. Tax and Duty-Free Motor Fuel and Vehicle Registration.** LNOs and MPEP personnel are authorized to purchase 200 liters of tax and duty-free gasoline or diesel motor fuel per month for their privately-owned vehicles (POVs). Any POV must be registered in the foreign registration system in the LNO's or MPEP officer's name. The LNO or MPEP officer will list (but not register) their POVs in the USAREUR Vehicle Registration System. AAFES will issue a fuel-ration card for each POV and will, if applicable, add the LNO's or MPEP officer's spouse as an authorized driver.

**d. Military Postal System (MPS).** LNOs and MPEP personnel may use the U.S. MPS to send and receive only official mail.

**e. Family Morale Welfare and Recreation (FMWR) and Armed Forces Recreation Center (AFRC) Facilities.**

(1) LNOs, MPEP personnel, and their spouses are authorized to use USF FMWR facilities only on a no-fee basis (that is, for services provided without a cost). Purchase of tax-free goods at these facilities is subject to the restrictions outlined in [subparagraphs a and b](#) above. LNOs, MPEP personnel, and their spouses are not

authorized to use any U.S. Air Force gaming program devices or Army Recreational Machine Program (ARMP) gaming devices or to take part in the FMWR Bingo Program.

(2) LNOs, MPEP personnel, and their spouses are authorized to use the AFRC Edelweiss Lodge & Recreation Center, Garmisch, Germany, only for official purposes (for example, official-duty conferences) and not for leisure trips.

**f. Military Banking Facilities.** LNOs and MPEP personnel are authorized to use U.S. military banking facilities to convert currency up to \$250 equivalent per day and purchase money orders or cashier's checks without limitation if the money order or check is made payable to a U.S. Government agency.

**g. Importation of Household Goods (HHG).** Pursuant to the provisions of the NATO Status of Forces Agreement (SOFA), Article XI, LNOs and MPEP personnel (including those from non-European Union NATO countries) are authorized, at the time of their first arrival in Germany, to import their personal effects and HHG free of duty for the duration of their assignment in Germany and should use their NATO travel orders to clear customs.

**h. Drivers Licenses.** LNOs, MPEP personnel, and their spouses are not eligible for USF drivers licenses. They must, however, ensure that they have a drivers license that is valid for use in Germany during their entire stay.

**i. USF ID Cards.** LNOs, MPEP personnel, and their spouses will not be issued a DOD Identification and Privilege Card. Instead, the NATO SOFA Customs Policy Branch, Office of the Provost Marshal (OPM), HQ USAREUR, will issue the LNO, MPEP officer, or Family member a memorandum of authorization and AE Form 600-700A (Army in Europe Privilege and Identification Card) if required.

**2. Authorized Support for LNOs and MPEP Personnel from Germany.** In accordance with the [basic memorandum paragraph 5](#), LNOs and MPEP personnel from Germany (but usually not their spouses) will be eligible for the following types of ILS:

**a. Nonrationed Items.** German LNOs and MPEP personnel, but not their spouses, are authorized the ILS described in [paragraph 1a](#).

**NOTE:** Spouses of German LNOs and MPEP officers are authorized to make purchases on behalf of their sponsors at USF sales facilities. Spouses are also authorized to purchase ready-made food at catering facilities for immediate consumption (on the premises or as take-out).

**b. Rationed Items and Ration Card.** German LNOs and MPEP personnel, but not their spouses, are authorized the same ILS as described in [paragraph 1b](#).

**NOTE:** The spouses of German LNOs and MPEP personnel are not authorized ration cards, but are authorized to purchase rationed items at USF sales facilities (that is, AAFES facilities and DECA commissaries) on behalf of the military spouse by using the LNO's or MPEP officer's ration card.

**c. Tax and Duty-Free Motor Fuel and Vehicle Registration.** German LNOs and MPEP personnel are authorized to purchase 50 liters of tax and duty-free gasoline or diesel motor fuel per month for their POVs. Any POV must be registered in the German registration system in the LNO's or MPEP officer's name. The LNO or MPEP officer will list (but not register) the POV in the USAREUR Vehicle Registration System to obtain a fuel-ration card. AAFES will issue a fuel-ration card for each POV and will, if applicable, add the LNO's or MPEP officer's spouse as an authorized driver.

**d. MPS.** German LNOs and MPEP personnel are authorized to use the MPS to send and receive only official mail.

**e. FMWR and AFRC Facilities.** German LNOs and MPEP personnel are authorized the ILS described in [paragraph 1e](#).

**f. Military Banking Facilities.** German LNOs and MPEP personnel are authorized the ILS described in [paragraph 1f](#).

**NOTE:** Importation of HHG and USF drivers licenses are not applicable to German LNOs and MPEP personnel.

**g. USF ID Cards.** German LNOs to the USF, MPEP personnel, and the spouses of both will not be issued a DOD Identification and Privilege Card. Instead, the NATO SOFA Customs Policy Branch, OPM, HQ USAREUR, will issue them a memorandum of authorization, an AE Form 600-700A (Army in Europe Privilege and Identification Card), a temporary authorization card (TAC), or a combination, as applicable.

### **3. Procedures.**

a. The appointed POC from the sponsoring USF organization will complete or help the LNO or MPEP officer complete AE Form 550-175M (Temp) for requesting memorandums of authorization, ID cards, and TACs for spouses, if applicable. The POC will send completed requests to the NATO SOFA Customs Policy Branch, Office of the Provost Marshal, HQ USAREUR (AEPM-NS), Unit 29351, APO AE 09104-9351.

b. The AE Form 550-175M (Temp) is available from the NATO SOFA Customs Policy Branch (basic memo, para 7) by e-mail request or through the Army in Europe Library & Publishing System (AEPUBS) at <https://aepubs.army.mil/>. The following information and supporting documents must be provided on the form or enclosed as attachments to the request e-mail, as applicable:

(1) A copy of the U.S.-foreign nation memorandum of agreement (MOA) for the applicable LNO program or MPEP and a signed annex (that is, an acknowledgement of special conditions) attached to the MOA, both of which should be available from the sponsoring agency.

(2) A copy of the approved Foreign Visitor Request.

(3) A copy of the passport of the LNO or MPEP officer.

(4) A copy of the officer's military ID card.

(5) A copy of the assignment orders.

(6) A copy of the NATO travel orders.

(7) A copy of a drivers license valid in Germany (only if fuel rations are requested).

(8) A copy of the vehicle registration certificate in the LNO's or MPEP officer's name for each applicable POV.

(9) Identifying physical information about the LNO or MPEP officer (that is, height, weight, hair color, eye color).

(10) A copy of the spouse's passport (if applicable).

(11) Identifying physical information about the spouse (that is, height, weight, hair color, eye color) (if applicable).

c. The NATO SOFA Customs Policy Branch, OPM, HQ USAREUR, will issue the documents (that is, ID cards, memorandums of authorization, and TACs, as applicable) after receiving and verifying the required request documents.