



## Shipping Instructions

A vehicle shipment booking is required prior to delivering your vehicle to any of our terminals.

**To make a booking, please call 1 (904) 322-7644**

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1. Registration and title of the vehicle with owner driver license.  
(Original notarized letter from the bank is required when there is an active lien on the vehicle).
2. Certificate of "No Fines" due with \$11.00 stamp plus \$2.00 voucher code 842 also with Form #234 from the DMV (Obras Publicas). **(Valid for 3 days)**.
3. All vehicles must be inspected by the Division of Stolen Vehicles (P.R. Police Department).  
**(Valid for 5 days)**.
4. Internal Revenue \$10 voucher, code 5122 and \$2.00 voucher code 842 for each vehicle.
5. Original certificate of no debts with ACAA. **(Valid for 20 days)**.
6. Receipt of car wash, including exterior, motor and beneath the vehicle.
7. An original affidavit made in Puerto Rico authorizing Puerto Rico Car Transport and the designated port to transport the vehicle. \*Please do not obtain this document without contacting Customer Service at 904- 322-7644 ext. 663 or by emailing [Info@PuertoRicoCarTransport.com](mailto:Info@PuertoRicoCarTransport.com). You will be provided with an example of this affidavit with the selected port name.
8. Required only when the owner is not present: An original affidavit certified by a lawyer in Puerto Rico with copy of owner identification authorizing the shipment.

## Shipping Restrictions

- Vehicles with alarms that are not from the manufacturer. All alarms must be disconnected prior to shipping.
- No vehicle will be accepted unless it has legible identification numbers in the doors, hood, trunk and dash board and all replaced parts are documented.
- We cannot ship vehicles with cracked/damaged windshields or windows as well as non-running vehicles. If your vehicle becomes inoperative after being received, an additional \$150.00 will be charged.
- Any vehicle deemed unsafe will not be accepted for shipping.
- **No personal belongings can be left inside the vehicle.** The only acceptable items for shipment are tools and accessories normally attached to the vehicle, or permanently installed. (One car seat will be accepted).
- We will not accept any vehicles containing more than ¼ tank of gasoline at time of drop off.
- Vehicles exceeding standard measurements must and will be handled on a case by case basis. (Trucks/vans etc. should be considered potential exceptions).  
For oversized rates, please call 1 (904) 322-7644.