



Hawaii Car Shipping Checklist

You will be required to have a booking number prior to delivering your vehicle to any of our port terminals. **Please call (888) 207-3176**

Step 1 – Appropriate Documentation

The following documents are required when leaving from the Islands of Hawaii

- ☐ The listed owner on the title must be the shipper and show picture ID/proof of ownership (state/Fed ID).
- ☐ Copy of the title and current registration for the vehicle.
- ☐ If there are two owners listed on the title, both owners must be present with picture IDs and/or written notarized statements from the owner(s) not present authorizing shipment export of the vehicle.
- ☐ If title is not clear of liens, there must be a letter from the Lien Holder releasing the vehicle for transportation from Hawaii on official letterhead - see below.

Lien Authorization Letter

(Only required if leaving Hawaii and the vehicle is currently being financed or leased)

Customers must present a letter from their lien holder, that authorizes the shipment of the vehicle out of the state of Hawaii. The original title is not needed since the lien authorization will be provided.

Absent Owner Authorization

(Only required if leaving Hawaii and registered owner(s) are not present at time of drop off) A notarized letter from the absent owner(s) allowing another individual to drop off on their behalf is required if the registered owner(s) of the vehicle are not present.



Vehicle Condition Requirements

☐ **Vehicles must be in safe operating condition**

Fully operational brakes, transmission and steering

No leaking fluids

Inflated tires

All windows must be intact and unbroken

The vehicle cabin must be enclosed. For convertibles, the top must be properly installed & attached

☐ **¼ tank to empty or less**

It is required that the tank be no more than ¼ full

☐ **Clean Exterior**

The vehicle exterior must be clean and washed so that a thorough inspection can be completed.

☐ **No personal items allowed in the vehicle**

Personal items include clothes, blankets, bulk items, luggage and/or boxes. Anything that is not permanently mounted or bolted to the vehicle must be removed (i.e. speaker boxes, amps, subwoofers)

Exceptions – Infant car seat, factory spare tire, jumper cables, floor mats, seat covers are allowed.

☐ **If there is an alarm system.**

The remotes to the alarm provided or alarm deactivated.