

Car Shipping Checklist

YFT Logistics – Southampton Car Export & Import

Use this step-by-step list to get your car ready for safe shipping overseas (RORO or container). Tick off each item as you complete it! 1. Before You Start – Planning Stage

- Decide if you're using RORO (cheaper, drive-on/drive-off) or container (more protection, can include personal belongings with the car)
- Get a quote from your shipping company (include make, model, year, if it runs, destination country)
- Confirm sailing dates and collection/drop-off details
- Take clear photos of your car (outside, inside, any damage, mileage, tyres) – do this now for your records
- Check if your car needs special rules (e.g. electric vehicle battery level, classic car paperwork)

2. Vehicle Preparation – Get Your Car Ready

- Clean the car thoroughly Wash outside (remove mud / dirt – ports often reject very dirty vehicles) Vacuum and clean inside
- Remove ALL personal items (very important!) No bags, clothes, tools, child seats, phone mounts, CDs, garage openers, toll tags, etc.

(RORO: strictly no items allowed inside or boot)

(Container: only if your shipping company allows and you declare them)

- Check and adjust fluids

Fuel tank: maximum ¼ full (¼ tank only – never more, for safety rules)

Check oil, coolant, brake fluid – top up if needed, but no leaks allowed

- Mechanical checks

Make sure car starts, drives, brakes, and steers properly (RORO needs this)

No warning lights on dashboard

Tyres inflated correctly, good condition

Battery: consider disconnecting negative terminal if long transit (ask your shipper)

- Remove or secure loose parts

Aerial / radio antenna (unscrew or tape down)

Any loose spoilers, mirrors, or accessories

- Special vehicles

Non-running car? Only container method usually allowed

Electric / hybrid? Check battery charge rules (often 40–60%) Only container method.

3. Important Documents –Vehicle registration document (V5C log book in UK)

- For permanent export (12+ months abroad): fill in the permanent export section and send to DVLA (or get advice from your shipper)
- Proof of ownership (V5C, bill of sale if needed)
- Passport or ID (copy for records)
- Insurance documents (check if marine insurance is needed – ask your shipper)
- Any destination country forms (We can normally supply an agent to help with this. Usually helps with customs papers like Bill of Lading, export declaration)
- If leasing / finance on car: written permission from finance company

4. Final Checks – Day Before Collection / Drop-Off Fuel at ¼ tank max

- Car empty of all personal belongings
- All windows / doors lock properly
- Alarm system turned off or disabled
- Take final photos / videos of the clean, empty car
- Double-check all documents are ready and copies made

5. At Collection or Port Drop-Off Arrive on time

- Show all required documents
- Let shipper inspect and photograph the vehicle
- Get a receipt / confirmation of handover
- Ask for tracking details (shipping line, vessel name, expected dates)

Quick Reminder Start preparing at least 2–4 weeks before shipping date

Follow your shipping company's exact instructions – rules can change slightly

Never leave valuables in the car

If unsure about anything ask us.

Ready to ship? Contact YFT Logistics Southampton for your free quote and full support.

Phone: 023 8047 2696 | Email: sales@yftlogistics.co.uk All done? Great job – your car is now ready for a safe journey overseas! Feel free to print this checklist, mark items with ✓ as you go, and keep a copy for yourself. If you need a version with more UK-specific DVLA steps or images added later, just ask!