



OREGON DEPARTMENT OF TRANSPORTATION
 COMMERCE AND COMPLIANCE DIVISION
 455 AIRPORT ROAD SE BUILDING A
 SALEM OR 97301
 PH (503) 378-6699
 FAX (503) 378-6880

SEE INSTRUCTIONS ON REVERSE
 PLEASE TYPE OR PRINT LEGIBLY IN BLACK INK

APPLICATION FOR MOTOR CARRIER ACCOUNT

TYPE OF APPLICATION

NEW CARRIER NAME CHANGE ADDRESS/PHONE/EMAIL CHANGE ACCOUNT AMENDMENT OWNERSHIP CHANGE _____ LIST PREVIOUS ACCOUNT NUMBERS

WEIGHT- MILE TAX REPORTING TYPE

QUARTERLY, IF YOU ELECT TO REPORT AND PAY WEIGHT-MILE TAX ON A QUARTERLY BASIS.
 MONTHLY, IF YOU ELECT TO REPORT AND PAY WEIGHT-MILE TAX ON A MONTHLY BASIS.

MOTOR CARRIER LEGAL NAME AND ADDRESS OF RECORD

CCD ACCOUNT NUMBER	NAME OF CARRIER		
TELEPHONE NUMBER	FAX NUMBER	DOING BUSINESS AS (DBA)	
CARRIER MAILING ADDRESS		CITY	STATE ZIP CODE
CARRIER STREET ADDRESS (IF DIFFERENT THAN ABOVE)		CITY	STATE ZIP CODE
RECORDS LOCATION ADDRESS		CITY	STATE ZIP CODE
EMAIL ADDRESS FOR TRUCKING ONLINE	TRUCKING ONLINE CONTACT PERSON		TRUCKING ONLINE CONTACT PHONE

YOU WILL BE SENT A PIN FOR TRUCKING ON LINE ACCESS AT THE EMAIL ABOVE. I UNDERSTAND MY PIN CAN BE USED TO CONDUCT TRANSACTIONS WITH AND TO OBTAIN CREDENTIALS FROM ODOT OVER THE INTERNET. I WILL TAKE STEPS TO PROTECT MY PIN FROM BEING ACCESSED BY UNAUTHORIZED USERS. I FURTHER UNDERSTAND THAT IF I GIVE MY PIN TO ANYONE ELSE, OR IF I AUTHORIZE A POWER OF ATTORNEY TO OBTAIN MY PIN ON MY BEHALF, I AM PERSONALLY LIABLE FOR ANY TRANSACTIONS MADE OR CREDENTIALS OBTAINED BY ANYONE ELSE WHO MAY HAVE RECEIVED MY PIN FOR THE THIRD PARTY TO WHOM I ORIGINALLY DISCLOSED IT. ONLY ONE EMAIL ADDRESS PER ACCOUNT. ONLY ONE PIN IS ALLOWED PER ACCOUNT.

CONSORTIUM NAME _____ ACCOUNTS WITH OREGON-BASED VEHICLES: PROVIDE NAME OF DRUG AND ALCOHOL TESTING CONSORTIUM IN WHICH YOUR COMPANY IS ENROLLED OR WRITE "IN-HOUSE" IF YOU MAINTAIN YOUR OWN PROGRAM. TESTING PROGRAMS MUST BE IN COMPLIANCE WITH USDOT REQUIREMENTS (49 CFR PART 382).

TYPE OF OWNERSHIP AND FEDERAL TAXPAYER ID# (FEIN)

INDIVIDUAL PARTNERSHIP CORPORATION: DATE OF INCORPORATION: _____ STATE OF INCORPORATION: _____
 IF FOREIGN BASED, ATTACH CORPORATE CERTIFICATE SHOWING DATE OF INCORPORATION AND CORPORATE STATUS.
 LIMITED LIABILITY COMPANY - ATTACH A COPY OF THE ARTICLES OF ORGANIZATION OTHER - PROVIDE TYPE OF OWNERSHIP: _____

FEDERAL TAXPAYER ID#	BANKING INSTITUTION	STATE
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TYPE OF OPERATION OR AUTHORITY - CHECK ALL THAT APPLY

<input type="checkbox"/> PRIVATE CARRIER (NOT FOR HIRE) OREGON BASED	INTERSTATE CARRIER (FOR HIRE)
<input type="checkbox"/> PRIVATE CARRIER (NOT FOR HIRE) BASED OUTSIDE OREGON	<input type="checkbox"/> USDOT NUMBER _____
<input type="checkbox"/> CLASS B FOR-HIRE LOCAL CARTAGE OF HOUSEHOLD GOODS WITHIN DESIGNATED AREAS, PURSUANT TO ORS 825.240. A \$50 APPLICATION FEE IS REQUIRED.	<input type="checkbox"/> MC AUTHORITY NUMBER _____
<input type="checkbox"/> 7W (SEE DESCRIPTION ON REVERSE) _____ DESCRIPTION _____	<input type="checkbox"/> MC EXEMPT OPERATIONS _____
<input type="checkbox"/> CLASS 1A PERMIT FOR-HIRE INTRASTATE COMMODITIES (EXCEPT HOUSEHOLD GOODS) (COMPLETE ODOT FORM 735-9745)	OREGON PROCESS AGENT _____ ADDRESS _____

PROVIDE FULL LEGAL NAME, TITLE, DATE OF BIRTH, AND SOCIAL SECURITY NUMBER OF INDIVIDUAL, ALL PARTNERS, CORPORATE OFFICERS, MANAGERS/MEMBERS OF LLC, GENERAL PARTNER OF A LIMITED PARTNERSHIP, PARTNERS IN A LIMITED LIABILITY PARTNERSHIP. IF MORE THAN 3 PARTNERS, ATTACH SIGNATURE ADDENDUM FORM, 735-9075a.

LAST	FIRST	MIDDLE	TITLE	SOCIAL SECURITY NUMBER	DATE OF BIRTH

DISCLOSURE: THE DEPARTMENT IS AUTHORIZED TO VERIFY ANY OF THE INFORMATION GIVEN AND OBTAIN CREDIT REPORTS ON YOU AND/OR YOUR COMPANY. YOU AUTHORIZE THE DEPARTMENT TO OBTAIN INFORMATION FROM OTHERS TO INVESTIGATE YOU AND/OR YOUR COMPANY'S CREDIT.

CERTIFICATION: THIS CERTIFICATION IS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE. I UNDERSTAND THAT ORS 803.375 MAKES IT A CRIME TO KNOWINGLY PROVIDE FALSE INFORMATION RELATED TO A VEHICLE REGISTRATION. ORS 803.385 MAKES IT A CRIME TO AFFIRM OR CERTIFY ANY INFORMATION RELATED TO A VEHICLE REGISTRATION THAT THE PERSON KNOWS TO BE FALSE. EACH OFFENSE IS A CLASS A MISDEMEANOR AND EACH IS PUNISHABLE BY A JAIL SENTENCE OF UP TO ONE YEAR, A FINE OF UP TO \$6,250, OR BOTH.

I FURTHER CERTIFY KNOWLEDGE OF APPLICABLE FEDERAL AND STATE SAFETY RULES, REGULATIONS, STANDARDS AND ORDERS AND DECLARE ALL OPERATIONS WILL BE CONDUCTED IN COMPLIANCE WITH SUCH REQUIREMENTS.

SIGNATURE REQUIREMENTS: MUST BE SIGNED BY OWNER; ALL PARTNERS; CORPORATION OFFICER; MANAGER/MEMBER OF LIMITED LIABILITY COMPANY (LLC), PARTNER IN A LIMITED LIABILITY PARTNERSHIP OR AGENT. FAXED AND ELECTRONIC SIGNATURES ACCEPTABLE.

SIGNATURE	PRINTED NAME	DATE
SIGNATURE	PRINTED NAME	DATE

DO NOT WRITE BELOW THIS LINE. ODOT USE ONLY

ENTERED BY/OFFICE	DATE

INSTRUCTIONS

This form is to be completed and filed when:

1. Applying for an established account to operate as a motor carrier in Oregon
2. Changing the informational record on file with ODOT.

TYPE OF APPLICATION

Indicate whether new account or change in existing account.

- A new carrier is a carrier that has had no previous established account in Oregon.
- A name change is when there is an existing account and only the name has changed. The FEIN remains the same.
- An ownership change is a change in entities and/or ownership structure of a company for which there is an existing account. The FEIN has changed.

WEIGHT-MILE TAX REPORTING TYPE

Pursuant to OAR 740-055-015, a motor carrier approved to report and pay weight-mile tax on a quarterly basis may begin such reporting and payment in the first full calendar quarterly reporting period immediately following the month approval is granted by the Department.

1. Select QUARTERLY, to elect to file reports and pay weight-mile tax on a quarterly basis. ODOT requires you to file reports and pay as long as you have Oregon DOT plates and/or vehicle(s) enrolled in the Oregon Weight-Mile Tax Program. If no tax is due, you must still file a report
2. Select MONTHLY, to elect to file reports and pay weight-mile tax on a monthly basis. ODOT requires you to file reports and pay as long as you have Oregon DOT plates and/or vehicle(s) enrolled in the Oregon Weight-Mile Tax Program. If no tax is due, you must still file a report.

NEW AUTHORITY/TYPE OF OPERATION

1. Your name must match exactly the name filed with your state if a corporation or assumed business name.
2. Enter your complete mailing address and telephone number. Your street address must also be entered if it is different than your mailing address, or if you receive your mail through a post office box. This will ensure UPS delivery. If your address of record with ODOT is an agent's address, the power of attorney must specifically authorize the use of the agent's address.
3. Indicate your type of ownership. Oregon corporations, Oregon limited liability companies, limited liability partnerships, and businesses with Oregon mailing addresses using assumed business names must be registered with the Oregon Secretary of State, Corporation Division.
4. A Class B Permit authorizes a carrier to transport household goods for hire within designated local cartage areas that are exempt from economic regulation (see list of cities in OAR 740-060-0100). Pursuant to ORS 825.240, the following conditions must apply: (a) the gross revenue derived from local cartage of household goods in the designated area by carriers cannot exceed \$100,000 a year; (b) the population of the affected city or cartage area is less than 10,000; (c) the incorporated city or cartage area is not an essential part of a metropolitan, industrial or homogeneous economic area; (d) the incorporated city or cartage area is not contiguous to another city or within the area encompassed by the commercial zone of another city; (e) service to the public would be adversely affected; (D the carrier's ability to render service would not be adversely affected; and (g) it is not otherwise adverse to the public interest to exclude such area from regulation.
5. Description of "7W" operations - Permit Authority under ORS 825.020 for operations over 26,000:

U.S. mail on a trip basis
Buses within cities and within three air miles of the city
Vehicles used in preventing or fighting forest fires
Tow trucks
Common or contract carriers transporting employees, relatives, indigents, etc.
Florist delivery vehicles
Private carriers transporting fish
Vehicles owned by truck leasing companies used for purposes of relocation

6. If you wish to haul commodities (except household goods) intrastate, please complete an Application for Class 1A Permit (ODOT Form 735-9745) and include a \$300 application fee.

7. List the full name, title, date of birth, and social security number of the individual owner, each partner, each corporate officer, partners in a limited liability partnership (LLP), or each manager/member of the limited liability company (LLC). If a corporation, attach a list of shareholders, officers or directors not already listed. Attach addendum if needed.
8. The application must be signed by the individual owner, all partners, a corporate officer, a partner in a LLP, a manager/member of the LLC, or Agent. Note to agent: Include your title when signing and attach a power of attorney form.
9. Per OAR 740-040-0070 you will be required to post a Surety Bond regardless of whether you operate on an ODOT plate, temporary pass, or enrolled in the Oregon Weight-Mile Tax Program.
10. When operating intrastate only, you will be required to file proof of liability insurance with ODOT. When operating interstate, review federal regulations regarding the Minimum Levels of Financial Responsibility for Motor Carriers.

For bond, insurance and record keeping requirements, refer to the information available on our website.

<https://www.oregon.gov/ODOT/MCT/Pages/index.aspx>

CHANGE OF INFORMATIONAL RECORD

1. So that you may be accurately identified, enter your account number, name, and current mailing address.
2. Complete the section or sections of the application form for which a record change is requested. In the Type of Application area, identify the change (i.e., name, ownership, address, permit, or telephone).
3. A corporate name change may require an updated corporate certificate reflecting the change.
4. An Oregon assumed business name change requires an update with the Oregon Secretary of State, Corporation Division.
5. If your operation has a change in ownership, a new application for motor carrier account must be completed and submitted to ODOT. Upon approval of the application, a new account number will be assigned.

NOTE:

The completion of this form does not constitute authority to operate in the state of Oregon. In addition, a Temporary Pass, OR DOT plate must be obtained, or enrolled in the Oregon Weight-Mile Tax Program.

After your account application has been approved and you have registered a motor vehicle with the Department (see Vehicle Registration/Amendment, ODOT Form 735-9076), weight-mile tax report forms will be mailed to you.

ADDITIONAL INFORMATION MAY BE OBTAINED BY CALLING (503) 378-6699.

FILE THIS ORIGINAL APPLICATION WITH THE SALEM OR PORTLAND BRIDGE REGISTRATION OFFICE OR MAIL:

OREGON DEPARTMENT OF TRANSPORTATION
COMMERCE AND COMPLIANCE DIVISION
455 AIRPORT ROAD SE BUILDING A
SALEM OR 97301
or
FAX TO (503) 378-6880

For downloadable forms, go to:

<https://www.oregon.gov/ODOT/MCT/Pages/FormsandTables.aspx>

To find out more about Oregon Trucking Online and the transactions you can process there, go to:

<https://www.oregontruckingonline.com/cf/MCAD/pubmetaentry/index.cfm>.

Watch for an email from the ODOT computer Security Unit notifying you of your PIN assignment for Trucking Online access. The PIN notification will be sent to the email address listed on your application. An activation notice will also be sent by U.S. mail to the official address of record for your account.

You can now pay Trucking Online transactions using "Direct Payment". Direct Payment is a secure electronic payment delivery system for Business and Individual bank accounts. The Direct Payment feature gives carriers another payment alternative to transacting business with a credit card or charging transactions to an CCD account.



APPLICATION FOR AN OREGON INTRASTATE CERTIFICATE TO TRANSPORT HOUSEHOLD GOODS

BEFORE FILING

MAKE SURE YOU NEED A HOUSEHOLD GOODS FOR-HIRE CARRIER CERTIFICATE

“Household goods” means the personal effects or other property used or to be used in a dwelling but does not include property transported from a store or factory or property exclusively for office use.

A certificate of authority is required for persons or businesses providing, or offering to provide, for-hire transportation of household goods between two Oregon points. You do not need a certificate of authority to transport household goods for-hire within certain exempt cities with a population of less than 10,000 (ORS 825.240). However, for those operations you must obtain a permit. For permit information, call (503) 378-6699.

ODOT Commerce and Compliance Division staff at (503) 979-6967 can help determine whether you need a for-hire certificate; however, it is very important to remember two things:

- You must clearly and accurately describe the service you would like to provide and your method for providing that service. Slight changes in your operation may result in changes in the requirements you must meet.
- Commerce and Compliance Division staff are not attorneys: they may not be able to answer your questions if you present an unusual fact situation. Opinions offered by staff are not binding on the Department.

If you want to consult an attorney but you do not know a qualified one, contact the Oregon State Bar Lawyer Referral Service (1-800-452-7636). Ask for an attorney who is familiar with transportation law.

If you are transferring an existing certificate, check the transferor's records to determine whether the transferor has provided service to the public in the recent past. Certificate authority that has not been used for the six months immediately preceding the transfer application may be denied.

Additional information to assist in completion of this application is available at: <https://www.oregon.gov/ODOT/MCT/Pages/HouseholdGoodsMoving.aspx>

THE APPLICATION PROCESS

ODOT staff must determine that applicants are fit, willing and able to properly provide the proposed service. Staff reviews each applicant's application, highway use tax payment and audit history, bond and insurance filing history, criminal background information and safety records.

If ODOT intends to deny your application, the Department will notify you of the reason for the proposed denial and provide you with information regarding how to request a hearing. A hearing will be scheduled and you will receive notification of the time and place.

GENERAL REQUIREMENTS

Before filling out the application form, you should:

- Make sure your business name is filed with the Corporation Division;
- Have a Business Identification Number if you have employees;
- Have criminal background checks on all owners.

BUSINESS NAME

Unless you intend to conduct business under your personal name (Ex. John Smith Moving), if you plan to operate as an individual or partnership under an assumed business name, a Limited Liability Company (L.L.C.), or as a corporation, the name of your business, L.L.C., or corporation must be registered with the Oregon Corporation Division. Out-of-state corporations or L.L.C.s, and out-of-state individuals or partnerships using assumed business names should first contact the Secretary of State, Corporation Division, 255 Capitol St NE, Suite 151, Salem, Oregon 97310-0210, (503) 986-2200, and get advance information on how to qualify or register. You do not need to submit any registration papers from the Oregon Corporation Division with this application. ODOT will confirm your registration with the Corporation Division.

BUSINESS IDENTIFICATION NUMBER

If you use employees in your business, you are required to provide your Oregon Business Identification Number (BIN). A BIN is obtained by completing and submitting a Combined Employers Registration form, which is available from the Oregon Department of Revenue (https://www.oregon.gov/DOR/forms/FormsPubs/combined_employer_registration_211-055.pdf) (503-378-4988 or 1-800-356-4222). **It may take up to one week to receive a BIN after you submit a Combined Employers Registration form.**

CRIMINAL BACKGROUND CHECK

An application must include a criminal background check of all owners. The background check must include all court records for the five years immediately preceding the application concerning each owner. Criminal background checks will be used to determine an applicant's fitness. The Department reserves the right to require additional information than that provided with the application when the Department is not satisfied that the information provided by the applicant is current, complete or valid.

APPLICANT STANDARDS

An applicant must show that it is fit, willing and able to properly provide the service sought. In addition to the application form, each applicant must provide a criminal background check. For the purpose of this application:

- (1) "Fit" means that the applicant has not, during the five years preceding the application, been convicted of a crime punishable by imprisonment for a period of time in excess of one year under the law under which he or she was convicted, or a crime regardless of punishment involving Theft; Burglary; Sexual conduct; Manufacture, sale or distribution of a controlled substance; Identity theft; or False statements.
- (2) "Willing" means the applicant is prepared to provide all service sought in the application in compliance with ORS Chapter 825 and Department rules; and
- (3) "Able" means the applicant has or can provide adequate facilities, vehicles and equipment to perform the service proposed; the applicant certifies that these vehicles comply with all Oregon laws and rules covering vehicle safety and operations, and will be so maintained; and there is no significant evidence concerning the proposed service submitted by the applicant, by members of the public, or in the department's files that suggests a compelling reason to deny the application. Examples of evidence of a compelling reason to deny an application may include a record of a pattern of violations of laws or rules administered by the Department, or two or more complaints from customers regarding applicant's unsatisfactory resolution of loss or damage claims.

INSURANCE

Each applicant must certify that it has, or will have prior to operating, Cargo Insurance coverage or other surety of at least \$10,000 to protect shippers against loss or damage to their household goods.

If you intend to provide service only in Oregon and operate vehicles or vehicle combinations that exceed 26,000 pounds, you must provide proof of Bodily Injury & Property Damage (BIPD) insurance coverage of at least \$750,000. Contact Registration Services at (503) 378-6699 for additional requirements when operating in excess of 26,000 pounds. If you also operate interstate, your insurance filing with USDOT satisfies this requirement.

TARIFFS

You must file a proposed tariff containing rates, rules, and regulations with your application.

You can meet tariff requirements in any of three ways:

1. You may become a party to an existing published rate tariff.
2. You may have a tariff bureau or publishing agent publish an individual tariff.
3. You may submit an individual tariff meeting ODOT requirements.

Two tariff bureaus have offices in Oregon:

Acceleration Transportation Rate Bureau, Inc.
PO Box 19796
Portland, OR 97280-0796
(503) 598-7451

Oregon Moving and Storage Association
4005 SE Naef Rd
Portland, OR 97267
(503) 513-0005

Tariffs must be approved by ODOT before you begin operating.

For more information on tariff filings, access <https://www.oregon.gov/ODOT/MCT/Pages/HouseholdGoodsMoving.aspx>, call (503) 779-8083, or write to: Oregon Department of Transportation, Commerce and Compliance Division, 455 Airport Road SE, Building A, Salem, Oregon 97301.

COMPLETING THE APPLICATION

NEW OPERATION (INTRASTATE FOR-HIRE)

Household goods between points within Oregon. Complete pages 1, 2, 3, 3A, & 4 (sections A & B).

EXTENDING AN EXISTING CERTIFICATE

Complete pages 1, 2, 3, 3A, & 4 (sections A & B).

TRANSFER OF AUTHORITY

Complete pages 1, 2, 3, 3A, 4 (sections A & B), plus the transfer forms on page 5 (sections A and B).

INSTRUCTIONS FOR PAGES 2 AND 3

It is critical that the information on these pages be completed accurately and that it specifically describes your proposed service. If the territory is not described accurately, it will delay the application process.

QUESTION 1 - TYPE OF OPERATION PROPOSED

Please check your proposed type of operation. Below is a description of these terms:

Other Than Local Cartage - Household Goods - Transporting household goods to, from and within areas outside the corporate limits and the commercial zones of cities.

Local Cartage Service - Household Goods - Transporting household goods within the corporate limits of Oregon cities that have a population over 10,000 and, in the case of larger Oregon cities, their commercial zone. See Question 3 instructions on this page for cities that have commercial zones.

QUESTION 2 (PAGE 2) - OTHER THAN LOCAL CARTAGE HOUSEHOLD GOODS

“Other than local cartage” descriptions vary considerably. The broadest is “unrestricted in the state of Oregon.” It is quite common for carriers to list radial-type authority. For example, between points within ten air miles of Salem, on the one hand, and all points in Oregon, on the other. Another common approach is to list territory by county. For example, between points in Clackamas, Multnomah, and Washington counties, on the one hand, and all points in Union and Umatilla counties, on the other.

QUESTION 3 (PAGE 2) - LOCAL CARTAGE SERVICE - HOUSEHOLD GOODS

For this service, the origin and the destination of a shipment must be within the same city limits or that city's commercial zone. This is a distinct and separate authority.

The following cities have extended commercial zones that vary from one air mile beyond their city limits to ten air miles beyond their city limits: Astoria, Coos Bay, Eugene, Klamath Falls, Medford, Portland, and Salem. Please call (503) 979-6967 for the limits of each of the above commercial zones.

PAGE 3 & 3A - FINANCIAL INFORMATION

Financial fitness and ability to provide proposed service are evaluated. A complete and accurate Financial Statement (balance sheet) and either a current income statement for the prior year or a projected income statement for the upcoming year will be used to determine if an applicant meets those standards. For assistance completing the financial information, access detailed instructions online at: <https://www.oregon.gov/ODOT/MCT/Pages/HouseholdGoodsMoving.aspx>, call (503) 979-6967, or write to: Oregon Department of Transportation, Commerce and Compliance Division, 455 Airport Road SE, Building A, Salem, Oregon 97301.

APPLICATION FEE

Mail the original of each page and the \$300 application fee to the Oregon Department of Transportation, Commerce and Compliance Division, 455 Airport Road SE, Building A, Salem, Oregon 97301. Once an application is made, the application fee cannot be refunded unless a request is made in writing prior to the Department's proposed decision and the Department finds that the request meets the requirements in ORS 825.180(2)

FOR ADDITIONAL INFORMATION ON APPLICATIONS FOR HOUSEHOLD GOODS AUTHORITY, PLEASE CALL (503) 979-6967.



APPLICATION FOR AN OREGON INTRASTATE CERTIFICATE TO TRANSPORT HOUSEHOLD GOODS

APPLICANT INFORMATION				
NAME OF APPLICANT				DATE
BUSINESS NAME		BUSINESS IDENTIFICATION NUMBER		TELEPHONE NUMBER
BUSINESS ADDRESS		CITY	STATE	ZIP
LOCATION ADDRESS (IF ABOVE IS PO BOX)		CITY	STATE	ZIP
<input type="checkbox"/> INDIVIDUAL OWNERSHIP		<input type="checkbox"/> PARTNERSHIP		<input type="checkbox"/> LIMITED LIABILITY COMPANY (LLC)
		<input type="checkbox"/> CORPORATION		<input type="checkbox"/> OTHER
		STATE OF INC:		FEIN
FULL NAME AND TITLE OF INDIVIDUAL, PARTNERS, CORPORATE OFFICERS, OR MANAGER (IF MANAGER MANAGED LLC)				
LAST	FIRST	MIDDLE	DATE OF BIRTH	TITLE
LAST	FIRST	MIDDLE	DATE OF BIRTH	TITLE
LAST	FIRST	MIDDLE	DATE OF BIRTH	TITLE
LAST	FIRST	MIDDLE	DATE OF BIRTH	TITLE
LAST	FIRST	MIDDLE	DATE OF BIRTH	TITLE
THE FOLLOWING ATTACHED PAGES ARE MADE A PART OF THIS APPLICATION:				
FOR ALL APPLICATIONS:		IN ADDITION, FOR TRANSFER OF CERTIFICATE:		
<input type="checkbox"/> PAGE 2, TERRITORY - HOUSEHOLD GOODS ONLY		<input type="checkbox"/> PAGE 5A, CONSENT OF TRANSFER		
<input type="checkbox"/> PAGE 3 & 3A, FINANCIAL INFORMATION		<input type="checkbox"/> PAGE 5B, ADOPTION NOTICE		
<input type="checkbox"/> PAGE 4A, LIST OF EQUIPMENT				
<input type="checkbox"/> PAGE 4B, INSURANCE AGREEMENT				
CERTIFICATION				
<p>I (we) hereby make application for authority to conduct a motor carrier operation for hire and certify that the above and attached statements are true and correct, that no material fact has been omitted, that there is no person having any interest, direct or indirectly, in the ownership, possession, or control of the equipment listed or the operations to be conducted than is herein stated, and that i (we) understand the filing of this application does not constitute authority to operate. I (we) further certify that the vehicles listed are in such operating order and so equipped as to comply with all Oregon laws, rules, and regulations covering vehicle safety and operations and will be so maintained. I (we) agree to pay the fees and taxes required by and provided for in Oregon revised statutes chapter 825 and 826 and to comply with the provisions thereof and obey all the rules and regulations of the Oregon Department of Transportation.</p>				
SIGNATURE AND SOCIAL SECURITY NUMBER OF OWNER, ALL PARTNERS, OR A CORPORATE OFFICER				
SIGNATURE	PRINTED NAME		SSN, IF NO FEIN PROVIDED ABOVE	
SIGNATURE	PRINTED NAME		SSN, IF NO FEIN PROVIDED ABOVE	
SIGNATURE	PRINTED NAME		SSN, IF NO FEIN PROVIDED ABOVE	
SIGNATURE	PRINTED NAME		SSN, IF NO FEIN PROVIDED ABOVE	
SIGNATURE	PRINTED NAME		SSN, IF NO FEIN PROVIDED ABOVE	

A \$300.00 APPLICATION FEE MUST ACCOMPANY THIS APPLICATION.

TERRITORY - HOUSEHOLD GOODS

1. TYPE OF OPERATION PROPOSED (CHECK APPLICABLE BOXES)

- OTHER THAN LOCAL CARTAGE (ALSO COMPLETE #2 BELOW)
- LOCAL CARTAGE (ALSO COMPLETE #3 BELOW)
- NEW OPERATION
- EXTENSION OF AUTHORITY
- COMPLETE TRANSFER OR PARTIAL TRANSFER OF AUTHORITY

NAME OF TRANSFEROR

CCD ACCOUNT NUMBER OF TRANSFEROR

2. OTHER THAN LOCAL CARTAGE SERVICE: SPECIFICALLY STATE THE TERRITORY OR AREA YOU PROPOSE TO SERVE. SEE PAGE iii FOR INSTRUCTIONS AND EXAMPLES.

3. LOCAL CARTAGE SERVICE: SPECIFICALLY STATE THE CITIES IN WHICH YOU PROPOSE TO PROVIDE LOCAL CARTAGE SERVICE. SEE PAGE iv FOR INSTRUCTIONS AND EXAMPLES.

FINANCIAL STATEMENT

INSTRUCTIONS: Applicant must give a complete statement of financial condition as of the date of filing this application, or the most current date for which a financial statement is available.

BALANCE SHEET STATEMENT OF

DATE OF BALANCE SHEET

ASSETS

CASH		\$	_____
ACCOUNTS RECEIVABLE			_____
NOTES RECEIVABLE (CURRENT PORTION)			_____
PREPAYMENTS			_____
MATERIALS AND SUPPLIES			_____
OTHER CURRENT ASSETS			_____
TOTAL CURRENT ASSETS		\$	_____
CARRIER OPERATING PROPERTY	\$	_____	
LESS ACCUMULATED DEPRECIATION		_____	
NON-CARRIER PROPERTY	\$	_____	
LESS ACCUMULATED DEPRECIATION		_____	
INTANGIBLE PROPERTY (NET)			_____
INVESTMENTS AND OTHER ASSETS			_____
TOTAL ASSETS		\$	_____

LIABILITIES AND NET WORTH

ACCOUNTS PAYABLE		\$	_____
NOTES PAYABLE (CURRENT PORTION)			_____
SALARIES AND WAGES PAYABLE			_____
ACCRUED TAXES AND LICENSES			_____
OTHER CURRENT LIABILITIES			_____
TOTAL CURRENT LIABILITIES		\$	_____
EQUIPMENT AND OTHER LONG-TERM OBLIGATIONS			_____
OTHER DEFERRED CREDITS			_____
TOTAL LIABILITIES		\$	_____
CAPITAL STOCK			_____
PAID IN SURPLUS			_____
RETAINED EARNINGS			_____
PROPRIETARY CAPITAL (SOLE/PARTNERSHIP)			_____
TOTAL NET WORTH		\$	_____
TOTAL LIABILITIES AND NET WORTH		\$	_____

INCOME/PROJECTED INCOME STATEMENT APPLICANT (NAME)

YEAR		
REVENUES	\$	
LOCAL CARTAGE MOVING SALES		
OTHER THAN LOCAL CARTAGE SALES		
INTERSTATE MOVING SALES		
WAREHOUSING SALES		
OTHER SALES REVENUE		
GROSS INCOME		
OPERATING EXPENSES		
SALARIES & WAGES		
FRINGE BENEFITS & PAYROLL TAXES		
FUEL		
MAINTENANCE EXPENSE		
UTILITIES		
RENT		
INSURANCE		
TOTAL EXPENSES		
OPERATING INCOME		
OTHER INCOME (EXPENSE)		
EXTRAORDINARY GAIN (LOSS)		
INTEREST EXPENSE		
DEPRECIATION EXPENSE		
NET PROFIT BEFORE TAXES (PRETAX INCOME)		
TAXES		
NET INCOME		

CERTIFICATION	
I solemnly declare and certify that the above statement and schedules on pages 3 and 3a give a true and complete account of my financial condition on the date stated above.	
SIGNATURE	DATE



APPLICATION FOR CLASS 1A PERMIT

DO NOT WRITE IN SPACE ABOVE

(SEE INSTRUCTIONS ON REVERSE)

INSTRUCTIONS: THIS FORM IS TO BE USED TO MAKE APPLICATION FOR CLASS 1A PERMIT TO TRANSPORT INTRASTATE FOR-HIRE COMMODITIES (EXCEPT HOUSEHOLD GOODS). COMPLETE ALL INFORMATION REQUESTED AND MAIL WITH A \$300 APPLICATION FEE TO THE ADDRESS ABOVE. ALSO, INCLUDE COMPLETED FORM 735-9075.

CCD ACCOUNT NUMBER	NAME OF MOTOR CARRIER		
ADDRESS	CITY	STATE	ZIP CODE

REQUIRED

- DO YOU OPERATE ONLY MOTOR VEHICLES WITH GROSS COMBINED WEIGHTS OF 10,000 POUNDS OR LESS? YES NO
- DO YOU ONLY OPERATE MOTOR VEHICLES WITH A GROSS COMBINED VEHICLE WEIGHT OF 26,000 POUNDS OR LESS? (PROOF OF LIABILITY INSURANCE IS NOT REQUIRED.) YES NO
- IS LIABILITY INSURANCE ON FILE WITH ODOT (REQUIRED FOR CARRIERS ENGAGED EXCLUSIVELY IN OREGON INTRASTATE OPERATIONS)? IF NO: YOUR COMPANY MUST BE ON FILE WITH FMCSA AS AN INTERSTATE CARRIER AND MUST COMPLY WITH FEDERAL REGULATIONS. YES NO
- DO COMMODITIES YOU TRANSPORT REQUIRE CARGO INSURANCE? YES NO

NOTE: THIS REQUIREMENT WAIVED FOR SERVICE LIMITED TO COMMODITIES NOT SUBJECT TO MATERIAL DAMAGE THROUGH NORMAL TRANSPORTATION HAZARDS (LOGS, SAND/GRAVEL, LUMBER, WATER, WASTE, ETC.)

A. IF YES, IS CARGO INSURANCE ON FILE WITH ODOT? (MINIMUM LIMIT \$10,000.) YES NO

B. IF NO, TYPE OF COMMODITY BEING TRANSPORTED: _____
- IS \$300 APPLICATION FEE ENCLOSED? YES

OPTIONAL

- DO YOU WANT TO BE GOVERNED BY OREGON UNIFORM CARGO LIABILITY LAW? YES NO
- DO YOU WANT TO BE GOVERNED BY ODOT'S UNIFORM CARGO CREDIT RULE? YES NO
- DO YOU WANT TO BE GOVERNED BY ODOT'S UNIFORM BILL OF LADING RULE? YES NO
- DO YOU WANT TO PARTICIPATE IN JOINT LINE RATES AND ROUTES APPROVED BY ODOT? YES NO
- DO YOU WANT TO PARTICIPATE IN MILEAGE GUIDES APPROVED BY ODOT? YES NO
- DO YOU WANT TO PARTICIPATE IN COMMODITY CLASSIFICATIONS APPROVED BY ODOT? YES NO

SIGNATURE OF APPLICANT	PRINTED NAME OF APPLICANT	
TITLE		DATE

INSTRUCTIONS

This form is to be completed and submitted along with Form 735-9075, Application for Motor Carrier Account (New/Change) for obtaining a permit to transport property (except household goods) in intrastate commerce in Oregon.

APPLICATION PROCESS

Upon receipt of your completed application, ODOT staff will verify liability and cargo insurance filings. **YOUR PERMIT WILL NOT BE ISSUED UNTIL PROOF OF LIABILITY INSURANCE (if you operate vehicles over 26,000 pounds declared weight) AND CARGO INSURANCE (if you transport commodities subject to material damage through normal transportation hazards) ARE ON FILE WITH THE DEPARTMENT.**

ASSUMED BUSINESS NAME AND/OR CORPORATE QUALIFICATION

If you plan to operate as an individual or partnership using an assumed business name, or as a corporation, the name of your business or corporation must be registered with the Oregon Secretary of State, Corporation Division. All corporations and individuals or partnerships using assumed business names should contact that agency, Public Service Building, 255 Capitol Street NE, Suite 151, Salem, Oregon 97310-0210, (503) 986-2200, and get information on how to qualify and register. There is a fee for this registration/qualification. You do not need to submit any registration papers from the Corporation Division with this application. ODOT will confirm your registration directly with the Corporation Division.

COMPLETING THE APPLICATION

1. Vehicles Under 10,000 lbs: If all your vehicles have a gross vehicle weight of 10,000 pounds or less, please check the "YES" block. This information will assist us in determining which new carriers need to receive a New Carrier Education Packet a requirement for most new Oregon-based carriers as specified by ORS 825.402

2. and 3. Liability Insurance: Oregon intrastate for-hire carriers operating vehicles over 26,000 pounds must have a minimum \$750,000 liability insurance policy on file with ODOT. Please ask your insurance agent/company to file a Form E, Uniform Proof of Liability Insurance, with ODOT's Insurance and Bond Section. Your insurance agent may be able to submit a liability insurance binder which we will accept until the original Form E Filing is received from your insurance company. We must receive either a written binder, facsimile copy of a binder or Form E, or the original Form E before we will issue your Class 1A Permit. Please request that your insurance agent/company send these documents to ODOT Commerce and Compliance Division, Insurance and Bond Section, 455 Airport Road SE, Building A, Salem, Oregon 97301. Fax: (503) 378-3736.

4, 4A, and 4B. Cargo Insurance: Oregon intrastate for-hire carriers must have a minimum \$10,000 cargo insurance policy on file with ODOT. This commonly applies to carriers hauling general commodities. ODOT waives this requirement for carriers transporting commodities not subject to material loss or damage through normal transportation hazards. It is waived, for example, for carriers hauling logs, sand/gravel, lumber, plywood, wood chips, garbage, water, and a number of other commodities. Please ask your insurance agent/company to file a Form H, Uniform Proof of Cargo Insurance, with ODOT's Insurance and Bond Section. Your insurance agent may be able to submit a cargo insurance binder which we will accept until the original Form H filing is received from your insurance company. We must receive either a written binder, facsimile copy of a binder or Form H, or the original Form H before we will issue your Class 1A Permit. Please request that your insurance agent/company send these documents to ODOT Commerce and Compliance Division, Insurance and Bond Section, 455 Airport Road SE, Building A, Salem, Oregon 97301. Fax: (503) 378-3736.

5. Application Fee: File the original of this application and a \$300 application fee with an ODOT port of entry office near you or mail to: Commerce and Compliance Division, 455 Airport Road SE, Building A, Salem, Oregon 97301.

6. Oregon Uniform Cargo Liability Law (see note): Oregon law, Chapter 823, requires that common carriers issue a bill of lading on intrastate shipments and accept liability for cargo loss or damage. It provides that shippers have at least nine months after delivery to file claims and two years from the date a claim is denied to institute a suit.

7. Cargo Credit Rule (see note): OAR 740-055-0170 states that carriers cannot deliver or relinquish possession of freight until lawful transportation charges are paid. Carriers can, however, present the bill as many as seven days after delivery and they may extend credit for up to seven days after the bill is presented.

8. Uniform Bill of Lading Rule (see note): OAR 740-055-0170 requires that carriers prepare a bill of lading for every shipment transported. The rule details what information must be included on a bill of lading. Carriers may use an ODOT Uniform Bill of Lading form that is similar to the Straight Bill of Lading published in the National Motor Freight Classification (NMFC) Tariff. Whether you use the ODOT form or your own individual form, the bill of lading is an important legal document constituting the entire contract of carriage. It contains the terms and conditions of the contract (including carrier liability and claims), serves as a receipt for the goods transported, and is documentary evidence of the party entitled to delivery.

9. Joint Line Rates and Routes (see note): A joint line rate is a rate applicable to carriers involved in an interline freight movement. When carriers collaborate on such a rate, they need immunity from antitrust claims and prosecution. ODOT will provide optional regulatory oversight so that interlining carriers can set rates with antitrust immunity.

10. Mileage Guides (see note): Freight rates are often based on exact distances. Oregon tariff bureaus will continue to publish ODOT approved mileage guides that carriers may subscribe to and use as a basis for their rates.

11. Commodity Classifications (see note): Motor carriers have historically relied on commodity classifications in the NMFC Tariff to determine transportation rates. Carriers have also relied on it for packaging regulations. This will be the ODOT approved classification tariff that carriers may subscribe to and use.

NOTE: Any optional question (6 through 11) left blank will be reflected in your 1A Permit that you do not elect to participate in that optional regulation.

FOR ADDITIONAL INFORMATION, PLEASE CALL (503) 378-6699 OR (503) 378-6691.

NOTE: ONCE ODOT ISSUES A CLASS 1A PERMIT, A FEE OF \$50.00 MUST BE PAID PRIOR TO ISSUANCE OF A REVISED PERMIT (ORS 825.180(1) (d)).



Oregon

Kate Brown, Governor

Department of Transportation
Commerce and Compliance Division
455 Airport Road SE, Building A
Salem, OR 97301

www.oregon.gov/ODOT/MCT/pages/index.aspx

July 1, 2016

RE: Application for Class 1A Permit – Transportation for Property (except Household Goods) For-hire within Oregon.

Enclosed is the Class 1A permit application package, which includes *Application for Motor Carrier Permit* and *Application for Class 1A Permit* forms. Both forms need to be completed.

It is very important that the instructions on the back of the *Application for Class 1A Permit* are followed regarding assumed business name and/or corporate qualification. The permit will not be issued until the required filing is made with the Oregon Secretary of State, Corporation Division.

An assumed business name registration is not required if an individual's complete given first and last (also referred to as "real and true name") are used in the business name, unless the "A" word or phrase is also included that suggests the existence of additional owners. This could be words and phrases such as "Company," "& Company," "& Associates," "& Son."

Here are examples:

Real and True Name	Do Not Register ABN	Register ABN
Jane Juniper Jones	Jane Juniper Jones Enterprises	Jane Juniper Jones Enterprises Jones Enterprises Jane J. Jones & Company Jane Jones & Associates
Michael L. Jones & John Smith	Michael L. Jones & John Smith Michael L. Jones & John Smith Enterprises	Michael L. Jones & John Smith Mike Jones & John Smith M. Jones & J. Smith Jones & Smith M & J Enterprises
Tom Sorenson Construction Inc.	Tom Sorenson Construction Inc.	Tom Sorenson Construction Tom Sorenson Homes TSC Homes

These registration forms are available from the:

- Oregon Secretary of State, Corporation Division

Business Registry
255 Capitol Street NE, Suite 151
Salem OR 97310-1327
Phone: 503-986-2200

- Agency's web page <https://sos.oregon.gov/business/Pages/business-registration-forms.aspx>

If you have questions about completing the enclosed forms please call 503-378-6699.



MOTOR RATES PETITION

INSTRUCTIONS: USE THIS FORM TO ESTABLISH OR CHANGE YOUR FOR-HIRE CARRIER RATES, FARES, CHARGES, CLASSIFICATIONS, OR RULES AND REGULATIONS GOVERNING PRACTICES OR SERVICES. IF MORE SPACE IS REQUIRED, ATTACH ADDITIONAL SHEETS. YOUR PROPOSAL MAY BE IN TARIFF FINAL FORM IF THE CHANGES ARE CLEARLY INDICATED. YOU MAY FAX THIS PETITION TO (503) 378-3567. PLEASE CALL (503) 979-6967 OR (503) 779-8083 IF YOU HAVE ANY QUESTIONS.

CARRIER (PETITIONER) COMPLETE BUSINESS NAME		OREGON AUTHORITY NUMBER	
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PETITIONER'S MAILING ADDRESS	CITY	STATE	ZIP CODE
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1. TARIFF NUMBER TO BE ESTABLISHED OR CHANGED:

2. TARIFF NUMBER (IF CANCELLATION OF A PRESENT TARIFF):

3. IS THIS A NEW TARIFF? YES NO

4. IS THIS AN INCREASE DECREASE OR NEITHER?

5. IF PROPOSAL IS BROAD IN NATURE (AFFECTS MUCH OF YOU BUSINESS), BY WHAT PERCENT WILL REVENUE:
 INCREASE _____ % OR DECREASE _____ % ?

6. WHAT DO YOU PROPOSE TO ESTABLISH OR CHANGE? (DESCRIBE ON A SEPARATE SHEET IF ADDITIONAL SPACE IS REQUIRED. THE PROPOSAL MY BE IN TARIFF FORM).

7. WHAT FURTHER REASONS AND JUSTIFICATIONS DO YOU HAVE FOR THE PROPOSAL? (DESCRIBE ON A SEPARATE SHEET, IF ADDITIONAL SPACE IS REQUIRED.)

8. WHEN ARE PROPOSED CHANGES ON NEW ITEMS TO BE EFFECTIVE: _____ OR AS SOON AS POSSIBLE
 IS THIS A EMERGENCY? YES NO

CONTACT PERSON (PRINT NAME)	DATE	FAX NUMBER	PHONE NUMBER
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SIGNATURE FOR PETITIONER	WHO PUBLISHES THE TARIFF?	SHOULD WE SEND AN APPROVAL COPY TO THEM? <input type="checkbox"/> YES <input type="checkbox"/> NO
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ODOT USE ONLY - STAFF INITIAL STATUS			
SIGNATURE	DATE	CIRCLE ASSIGNMENT	DOCKET NUMBER

SERVICE TYPE: