



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

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DO NOT WRITE IN SPACE ABOVE

APPLICATION FOR A 1P PERMIT - OREGON INTRASTATE PERMIT TO TRANSPORT PASSENGERS IN REGULAR ROUTE FULL-SERVICE SCHEDULED TRANSPORTATION

PLEASE TYPE OR PRINT LEGIBLY IN BLACK INK

MOTOR CARRIER LEGAL NAME AND ADDRESS OF RECORD					
CCD ACCOUNT NUMBER	NAME OF CARRIER				
TELEPHONE NUMBER	FAX NUMBER	ASSUMED BUSINESS NAME (ABN)			
CARRIER MAILING ADDRESS			CITY	STATE	ZIP
TYPE OF OWNERSHIP AND FEDERAL TAXPAYER ID# (FEIN) / USDOT NUMBER					
<input type="checkbox"/> INDIVIDUAL <input type="checkbox"/> PARTNERSHIP <input type="checkbox"/> CORPORATION: DATE OF INCORPORATION: _____ STATE OF INCORPORATION: _____ IF FOREIGN BASED, ATTACH CORPORATE CERTIFICATE SHOWING DATE OF INCORPORATION AND CORPORATE STATUS.					
<input type="checkbox"/> LIMITED LIABILITY COMPANY - ATTACH A COPY OF THE ARTICLES OF ORGANIZATION <input type="checkbox"/> OTHER - PROVIDE TYPE OF OWNERSHIP: _____					
FEDERAL TAXPAYER ID#	USDOT NUMBER		MC AUTHORITY NUMBER		
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.					
LAST	FIRST	MIDDLE	TITLE	SOCIAL SECURITY NUMBER	DATE OF BIRTH
LAST	FIRST	MIDDLE	TITLE	SOCIAL SECURITY NUMBER	DATE OF BIRTH
LAST	FIRST	MIDDLE	TITLE	SOCIAL SECURITY NUMBER	DATE OF BIRTH
LAST	FIRST	MIDDLE	TITLE	SOCIAL SECURITY NUMBER	DATE OF BIRTH
LAST	FIRST	MIDDLE	TITLE	SOCIAL SECURITY NUMBER	DATE OF BIRTH
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
SIGNATURE			PRINTED NAME		DATE
SIGNATURE			PRINTED NAME		DATE
SIGNATURE			PRINTED NAME		DATE

- DO YOU OPERATE ONLY PASSENGER VEHICLES DESIGNED TO TRANSPORT FIFTEEN (15) PASSENGERS OR LESS, INCLUDING THE DRIVER? YES NO
- DO YOU ONLY OPERATE MOTOR VEHICLES WITH GROSS COMBINED WEIGHTS OF 26,000 POUNDS OR LESS? IF SO, PROOF OF LIABILITY INSURANCE IS NOT REQUIRED. YES NO
- ARE THE VEHICLES OWNED OR OPERATED BY A TRANSPORTATION DISTRICT, A COUNTY TRANSPORTATION DISTRICT OR AN INTERGOVERNMENTAL BODY? IF SO, PROOF OF LIABILITY INSURANCE IS NOT REQUIRED. YES NO
- IS LIABILITY INSURANCE ON FILE WITH ODOT? YES NO
- \$300 APPLICATION FEE ENCLOSED. YES
- SCHEDULE ATTACHED YES

SEE IMPORTANT INSTRUCTIONS ON REVERSE

INSTRUCTIONS

BEFORE FILING

Make sure you need a Regular Route For-Hire Passenger Permit. This form is to be completed in order to obtain an Oregon intrastate for-hire permit to transport passengers in regular route full-service scheduled transportation. Regular route scheduled full-service means the transportation of passengers between designated points over designated routes under time schedules that provide a regularity of service that is offered during any part of more than ten consecutive months in any twelve month period.

If you are transporting passengers in vehicles with a seating capacity of five or more solely within a city and within three air miles of the city you may be partially or totally exempt from ODOT regulation.

Please call ODOT staff at (503) 378-2391 for details on this exemption.

APPLICATION PROCESS

On receipt of the completed application, ODOT staff will verify liability insurance filing. **THE PERMIT WILL NOT BE ISSUED AND OPERATIONS MAY NOT BEGIN UNTIL PROOF OF LIABILITY INSURANCE IS ON FILE (IF YOU OPERATE VEHICLES OVER 26,000 POUNDS).**

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 partners using assumed business names should contact that agency at Public Service Building, 255 Capitol St NE, Suite 151, Salem, OR 97310-1327, (503) 986-2200, and obtain information on how to qualify and register. There is a fee for this qualification/ registration.

COMPLETING THE APPLICATION

- 1. Passenger Vehicles with a Seating Capacity of 15 or Less:** If all your vehicles are designed to transport 15 passengers or less, including the driver, please check the "YES" block. This information will assist us in determining which new carriers need to participate in our Motor Carrier Education Program, a requirement for most new Oregon based carriers as specified by Oregon Revised Statutes (ORS) 825.402.
- 2. Gross Vehicle Weight Rating:** For-hire carriers, operating vehicles over 26,000 pounds exclusively engaged in intrastate commerce, must have a minimum of \$750,000 liability insurance on file with ODOT.
- 3. Transit Providers:** Are the vehicles owned or operated by a transportation district organized under ORS 267.510 to 267.650; a county transportation district authorized to provide public transportation under ORS 451.010; or an intergovernmental body formed by two or more public bodies, as defined in ORS 174.109, to provide public transportation? If so, proof of liability insurance is not required.
- 4. Liability Insurance:** If insurance is required to be filed with ODOT, please ask your insurance agent/company to file a Form E, Uniform Proof of Liability Insurance, with ODOT Insurance and Bond Section. Your insurance agent/company may submit a liability insurance binder which we will accept until the original Form E Filing is received. 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 1P Permit. Please request that your insurance agent/company send these documents to: Oregon Department of Transportation, Commerce and Compliance Division, Insurance and Bond Section, 455 Airport Road SE, Building A, Salem, Oregon 97301, Salem, Oregon 97301. Fax: (503) 378-3736.
- 5 Application Fee:** File this original application and a \$300 application fee with the Salem or Portland Bridge Registration Offices, or mail to: Oregon Department of Transportation, Commerce and Compliance Division, 455 Airport Road SE, Building A, Salem, Oregon 97301.
- 6. Schedule:** Please attach a copy of the operating schedule (including stops and times) and check the "YES" block. This information will be used to ensure the proper classification of the applicant.

FOR ADDITIONAL INFORMATION, PLEASE CALL (503) 378-2391.

NOTE: Once ODOT issues the permit, a fee of \$50.00 must be paid prior to issuance of a revised permit. (ORS 825.180(1)(d)).