



OREGON DEPARTMENT OF TRANSPORTATION
 COMMERCE AND COMPLIANCE DIVISION
 455 AIRPORT ROAD SE BUILDING A
 SALEM OR 97301



OREGON TRUCKING ONLINE INTERNET ACCESS PIN REQUEST EMAIL / CONTACT UPDATE

The Commerce and Compliance Division (CCD) takes security precautions when receiving requests via telephone or email to change Trucking Online contact information and email addresses. CCD allows one email address per account to serve as the contact email for the Trucking Online Program. When requesting a new Personal Identification Number (PIN), the Trucking Online email address on file at CCD is the destination email for the new PIN. If your email address has changed and you are requesting a new PIN, use the form below to update your account information. Please complete the following form and fax it to 503-378-6880.

I understand my PIN can be used to conduct transactions and get 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 that person, as well as 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 PIN is allowed per account.

An Owner, Partner, LLC Member/Manager, Corporate Officer, or someone possessing a Power of Attorney (POA must be on file or attached) must sign the request or it will be returned. Faxed signatures are acceptable.

CCD ACCOUNT NUMBER	COMPANY NAME	COMPANY PHONE NUMBER
BUSINESS E-MAIL ADDRESS (<i>TRUCKING ONLINE CONTACT AND PIN REQUEST EMAIL</i>)		BUSINESS CONTACT NAME
AUTHORIZED SIGNATURE		NAME OF AUTHORIZING PERSON (<i>PLEASE PRINT</i>)
TITLE (<i>OWNER, PARTNER, LLC MEMBER/MANAGER OR CORPORATE OFFICER</i>)		DATE

Note: Regarding Spam filters or email blockers; please update your filters to allow email from our address TruckingOnline@odot.state.or.us. Upon verification of your request, a new PIN will be sent to the updated email address listed on this form. An activation notice will also be mailed via U.S. Postal Service to the official address of record for the account.

ODOT USE ONLY			
CSU WORK ORDER NUMBER	DATE ENTERED	DATE COMPLETED	INITIALS