



Iowa Department of Transportation

Office of Motor Carrier Services, PO Box 10382, Des Moines, IA 50306-0382

Ph: 515-237-3224

Fax: 515-237-3354

E-mail: omcs@dot.iowa.gov

Web site: iamvd.com

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Dear Iowa-based USDOT Number holder:

The Iowa Department of Transportation (Iowa DOT) has been notified that you hold an active USDOT Number. This letter is to notify you that as a USDOT Number holder, you may be required to register under the Unified Carrier Registration System (UCRS) for 2008.

UCRS requirements

The UCRS affects both “for-hire” and “private” carriers that cross state lines whether hauling goods for someone else or hauling your own goods. The UCRS requires carriers to register under the following conditions.

1. A USDOT Number holder operates a commercial vehicle with a gross weight of more than 10,000 pounds.
2. The vehicle carries more than eight passengers.
3. The USDOT Number holder is a freight-forwarder.
4. The USDOT Number holder is a broker.

2008 Unified Carrier Registration (UCR) application procedure

Enclosed is a UCR application and instructional sheet. If you qualify for UCR, complete the application and return it to the Iowa DOT’s Office of Motor Carrier Services at the address listed above, along with the appropriate payment.

You will receive payment confirmation from the Iowa DOT, but no credential or license will be provided. The Iowa DOT will notify the Federal Motor Carrier Safety Administration (FMCSA) that you are registered.

Electronic filing of the 2008 UCR application is also available at www.ucr.in.gov under the national registration program. There is an administrative fee for electronic filing. Payment can be made by electronic check or credit card. Credit card payments will include an additional 2.5 percent fee.

UCR enforcement date

The enforcement date for the 2008 UCR is **June 1, 2008**.

UCR resources

Information is available on the Iowa DOT's Office of Motor Carrier Services Web site www.iamvd.com/omcs.

The FMCSA's Web site www.fmcsa.dot.gov for information regarding the federal law, and common questions and answers about UCR.

The National Association of Regulatory Commissioners' (NARUC) affiliate National Conference of State Transportation Specialists Web site <http://www.naruc.org/NCSTS/index.cfm?pg=updates> has UCR specific information.

The Iowa DOT's Office of Motor Carrier Services staff is also available to answer questions at 515-237-3224, Monday through Friday, 8 a.m. until 4:30 p.m.

Office of Motor Carrier Services
 P.O. Box 10382
 Des Moines, Iowa 50306-0382
 Phone (515) 237-3224
 Fax (515) 237-3354

UNIFIED CARRIER REGISTRATION - Year 2008

To register online go to the National On-line UCR Registration System:

WWW.UCR.IN.GOV

SECTION 1. GENERAL INFORMATION

USDOT Number	MC or MX Number	FF Number	Fed ID #	Telephone Number	Fax Number
Legal Name			E-Mail Address		
Doing Business Under the Following Name (DBA)					
Principal Place of Business Street Address (See Instructions)					
Principal Business City		Principal Business State		Zip Code	
Mailing Street Address					
Mailing City		Mailing State		Mailing Zip Code	

SECTION 2. CLASSIFICATION – Check All That Apply

Motor Carrier
 Motor Private Carrier
 Broker
 Leasing Company
 Freight Forwarder

SECTION 3. FEES DUE-BROKERS, FREIGHT FORWARDERS AND LEASING COMPANIES ONLY

Note: If your company is also a motor carrier or motor private carrier, skip this section and go to section 4.

Brokers, freight forwarders and leasing companies (not a motor carrier combination), please submit the amount due of \$ 39.00 in the form of a credit card, Check, Cash or Money Order payable to _____ and go to Section 7.

SECTION 4. NO. OF MOTOR VEHICLES– MOTOR CARRIER & MOTOR PRIVATE CARRIER

Check only one box:

The number of vehicles shown below have been taken from section 26 of your last reported MCS-150 form.
 The number of vehicles shown below is the total number owned and operated for the 12-month period ending June 30, 2007.

NUMBER OF STRAIGHT TRUCKS AND TRACTORS (COLUMN A)	NUMBER OF TRAILERS (COLUMN B)	NUMBER OF MOTOR COACHES, SCHOOL BUSES, MINI-BUSES, VANS AND LIMOUSINES (COLUMN C)	TOTAL (COLUMN D)

1. (Optional) Under this program you may delete any vehicles in Column A or B above that you have reported on your MCS 150 form that are used only in intrastate commerce. (See instructions.) ()

2. (Optional) You may add vehicles that (a) have not been shown on the MCS 150 form that are defined as commercial motor vehicles operating solely in intrastate commerce; and/or (b) **other self-propelled motor vehicles** operating in intrastate or interstate commerce that:

- Have a gross vehicle weight rating or gross vehicle weight of 10,000 lbs or less, or a passenger capacity of 10 or less, including the driver;
- Are used on the highways in commerce; and
- To transport passengers or property for compensation. (See instructions for definition of commercial motor vehicle) _____

3. Total Number of Vehicles (TOTAL (COLUMN D) minus LINE 1 plus LINE 2). _____

SECTION 5. FEE TABLE

Number of Vehicles	Amount Due	Number of Vehicles	Amount Due	Number of Vehicles	Amount Due
0-2	\$39.00	6-20	\$231.00	101-1000	\$3,840.00
3-5	\$116.00	21-100	\$806.00	1001 or more	\$37,500.00

SECTION 6. FEES DUE – MOTOR CARRIER & MOTOR PRIVATE CARRIER

Using the number of vehicles in Section 4, Line 3 above, enter the Amount Due from the table above. \$ _____

Note: Payment can be made in the form of Credit Card, Check, Cash, or Money Order. MAKE CHECKS PAYABLE TO: Iowa Dept. of Transportation

SECTION 7. CERTIFICATION

I, the undersigned, under penalty for false statement, certify that the above information is true and correct and that I am authorized to execute and file this document on behalf of the applicant. (Penalty provisions subject to the laws of the registration state.)

Name of Owner or Authorized Representative (Printed)		Date
Signature		Title

Instruction Sheet for UCR Carrier Registration – Year 2008

What is my base state for UCR?

- (A) If your principle place of business as completed in Section 1 of the form is AK, AL, AR, CA, CO, CT, DE, GA, IA, ID, IL, IN, KS, KY, LA, MA, ME, MI, MN, MS, MT, NC, ND, NE, NH, NM, NY, OH, OK, PA, RI, SC, SD, TN, TX, UT, VA, WA, WI, or WV, **you must use that state as your base state**. If your principle place of business is not in one of these states, go to (B).
- (B) If your principle place of business is not one of the states listed in (A) above but you have an office or operating facility located in one of the states listed in (A) above, you must use that state as your base state.
- (C) If you cannot select a base state using (A) or (B) above, you must select your base state from (A) above that is nearest to the location of your principle place of business; or
- (D) Select your base state as follows:
 - a. If your principle place of business is in DC, MD, NJ, or VT or the Canadian Province of ON, NB, NL, NS, PE, or QC, you may select one of the following states: CT, DE, MA, ME, NH, NY, PA, RI, VA, or WV.
 - b. If your principle place of business is in FL or a state of Mexico, you may select one of the following states: AL, AR, GA, KY, LA, MS, NC, OK, SC, TN, or TX.
 - c. If your principle place of business is in MO or the Canadian Province of ON or MB, you may select one of the following states: IA, IL, IN, KS, MI, MN, NE, OH, or WI.
 - d. If your principle place of business is in AZ, NV, OR, or WY or the Canadian Province of AB, MB, SK, or BC or a state of Mexico, you may select one of the following states: AK, CA, CO, ID, MT, ND, NM, SD, UT, or WA.

Change of Base State

- If you selected your base state using (C) or (D) above and your principle place of business has moved to a qualified state in (A) or (B) above, you may at the next registration year change your base state to a state listed in (A) or (B).

Section 1. – General Information

- Enter all identifying information for your company. The owner and DBA name should be identical to what is on file for your USDOT number (See <http://safer.fmcsa.dot.gov/CompanySnapshot.aspx>). Enter the principle place of business address that serves as your headquarters and where your operational records are maintained or can be made available.

Section 2. – Classification (Definitions)

- “**Motor carrier**” means a person providing commercial motor vehicle transportation for compensation.
- “**Motor private carrier**” means a person who provides interstate transportation of property in order to support its primary line of business.
- “**Broker**” means a person, other than a motor carrier, who sells or arranges for transportation by a motor carrier for compensation.
- “**Freight forwarder**” means a person that arranges for truck transportation of cargo belonging to others, utilizing for-hire carriers to provide the actual truck transportation, and also performs or provides for assembling, consolidating, break-bulk and distribution of shipments and assumes responsibility for transportation from place of receipt to destination.
- “**Leasing company**” means a person or company engaged in the business of leasing or renting for compensation motor vehicles they own without drivers to a motor carrier, motor private carrier, or freight forwarder.

Section 3. – Fees Due-Brokers, Freight Forwarders and Leasing Companies

- Brokers, freight forwarders and leasing companies pay the lowest fee tier. If your company is also a motor carrier or a motor private carrier you will skip this section of the application.

Section 4. – No. Of Motor Vehicles – Motor Carrier & Motor Private Carrier

- Definition - “**Commercial motor vehicle**” (as defined under 49 USC Section 31101) means a self-propelled or towed vehicle used on the highways in commerce principally to transport passengers or cargo, if the vehicle: (1) Has a gross vehicle weight rating (GVWR) or gross vehicle weight (GVW) of at least 10,001 pounds, whichever is greater; (2) Is designed to transport more than 10 passengers, including the driver; or (3) Is used in transporting material found by the Secretary of Transportation to be hazardous under section 5103 of this title and transported in a quantity requiring placarding under regulations prescribed by the Secretary under section 5103.”
- Check the appropriate box indicating where you obtained the vehicle count for the numbers you entered into the table in this section.
- In the table, enter the number of commercial motor vehicles you reported on your last MCS-150 form or the total number of commercial motor vehicles owned and operated for the 12-month period ending June 30 of the year immediately prior to the year for which the UCR registration is made. This table includes owned and leased vehicles (term of lease for more than 30 days). If all the vehicles in your fleet are designed to transport 10 passengers or less, including the driver, then the number in Column D is zero and, unless these vehicles are added in Option 2, the fee is \$39.00.
- **Option 1.** You may subtract the number of property carrying vehicle used solely in intrastate commerce that you included in Section 4, Columns A or B. You may not enter on this line the number of passenger carrying vehicles included in Column C that were used solely in intrastate commerce.
- **Option 2.** You may add the number of owned commercial motor vehicles (straight trucks, tractors, trailers, motor coaches, school buses, mini-buses, vans or limousines) that were used only in intrastate commerce if they were not included in Columns A, B or C above. You may also include on this line the number of other self propelled vehicles (not trailers) used in interstate or intrastate commerce to transport passengers or property for compensation that are not defined as a commercial motor vehicle that have a GVWR or GVW of 10,000 pounds or less or a passenger capacity of 10 or less, including the driver.
- **Line 3, Total Number of Vehicles.** Add the number of vehicles shown in Column D, subtract any vehicles you reported in Option 1 and add any vehicles you reported under Option 2 and show the total on Line 3. Use this total number of vehicles and go to the fee table in Section 5. Pay the amount due for your total number of vehicles.

Section 5. – Fee Table for Motor Carrier & Motor Private Carrier

- This table is the approved UCR fees you will pay dependent upon the number of vehicles reported in Section 4. This fee may change from year to year. Contact your base state if you do not have the fee table for the correct registration period.

Section 6. – Fee Due for Motor Carrier & Motor Private Carrier

- Enter the amount due for the total number of vehicles calculated in Section 4.

Section 7. – Certification

- The owner or an individual who has a power of attorney to sign on behalf of the owner or owners must sign this form. This certification indicates that the information is correct under penalty of perjury.