



**PERMIT APPLICATION FOR
COMMON CARRIER OF PROPERTY
Excluding Household Goods**

621 Woodland Square Loop SE
Lacey, WA 98503
PO Box 47250
Olympia, WA 98504-7250
Phone: 360-664-1222
Email transportation@utc.wa.gov
Website www.utc.wa.gov

Intrastate Common Carriers hauling general commodities (excluding household goods) must apply for and receive a permit from the commission to haul for-hire in Washington state. [Household Goods](#) carriers and [Freight Brokers](#) require a different application.

DEFINITIONS

- **UNIFIED BUSINESS IDENTIFIER (UBI) NUMBER:** Companies hauling for-hire within Washington must have a UBI number from the Department of Revenue’s [Business License Services](#); (800) 451-7985. If you are a Corporation or Limited Liability Company you also must be registered with the [Washington Secretary of State’s](#) office; (360) 725-0377.
- **LEGAL NAME:** The legal name must be an individual, partnership, corporation, or limited liability company (LLC) and must be the **SAME** as registered under your UBI number, the name associated with your USDOT number, and your proof of insurance. If you are a corporation or limited liability company, the name must also match the name registered with the Secretary of State’s office.
- **TRADE NAME(s):** List trade name(s), if any, you intend to operate under other than your legal name. All trade name(s) must be registered under your UBI number.
- **USDOT NUMBER - Intrastate:** Any applicant operating a vehicle or a vehicle trailer combination with a GVWR of 16,001 pounds or more, or any applicant hauling hazardous materials requiring a placard, must obtain a USDOT number, as required by the Washington State Patrol (WSP). Apply for a USDOT number online at www.fmcsa.dot.gov/registration or call WSP at (360) 596-3812 or the Federal Motor Carrier Safety Administration (FMCSA) at (360) 753-9875 for assistance.
- **HAZARDOUS MATERIALS:** Complete the supplemental [Hazardous Materials Safety Fitness Survey](#).

CONTACTS FOR ADDITIONAL ASSISTANCE

| | | | |
|---|---------------------------|----------------|--|
| Vehicle licenses, Titles, Registrations | WA Dept of Licensing | (360) 902-3770 | www.dol.wa.gov |
| Commercial driver’s licenses (CDL), Medical waivers | WA Dept of Licensing | (360) 902-3619 | www.dol.wa.gov |
| Prorate, IRP, Reciprocity IFTA, Fuel bonds, Fuel permits, Fuel tax | WA Dept of Licensing | (360) 664-1858 | www.dol.wa.gov |
| Oversize and overweight permits, log tolerance | WA Dept of Transportation | (360) 704-6340 | www.wsdot.wa.gov |
| Commercial vehicle size and weight, Driver and equipment safety, Hazardous material regulations, Ports of entry, Scales | WA State Patrol | (360) 596-3800 | www.wsp.wa.gov |

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WASHINGTON UTILITIES AND TRANSPORTATION COMMISSION
 621 Woodland Square Loop SE, Lacey, WA 98503, PO Box 47250, Olympia, WA 98504-7250
 Telephone: (360) 664-1222 Email: transportation@utc.wa.gov

| | |
|--|---|
| <i>FOR OFFICIAL USE ONLY</i> | |
| Receipt Number | Date Received |
| 111-0268-200-02 | Payment ID |
| TYPE OF APPLICATION (defined in WAC 480-14-040) | |
| New Common Carrier Permit Authority | Extension of Common Carrier Permit Authority |
| \$275 GENERAL COMMODITIES ONLY | \$100 GENERAL COMMODITIES, including ARMORED CAR SERVICE |
| \$275 GENERAL COMMODITIES, including ARMORED CAR SERVICE | \$100 GENERAL COMMODITIES, including HAZARDOUS MATERIALS |
| \$275 GENERAL COMMODITIES, including HAZARDOUS MATERIALS | \$100 GENERAL COMMODITIES, including HAZARDOUS MATERIALS and ARMORED CAR SERVICE |
| \$275 GENERAL COMMODITIES, INCLUDING HAZARDOUS MATERIALS and ARMORED CAR SERVICE | *Complete the Supplementary Hazardous Materials Safety Survey if hauling any hazardous materials. |

MOTOR CARRIER INFORMATION

Legal Name:

Trade Name(s)/dba(s), if any:

Contact Name: Email:

Phone: Fax:

Business (Mailing) Address:

Physical Address (if different):

Unified Business Identifier Number (UBI):

USDOT: **OR** Check if under 16,001 GVW

Have you or your company ever been cited for business-related violations of state law or commission rule or any other federal or state agency? Yes No

If yes, please explain

TYPE OF BUSINESS

Check the type of business. If other than INDIVIDUAL, list the names of all shareholders, partners, or members and their percentage of interest in the company.

Individual Partnership Corporation Limited Liability Company

State of Incorporation: Washington Other

| NAME | TITLE | Stock Distribution or % of Owned Shares |
|------|-------|---|
| | | |
| | | |
| | | |

INSURANCE REQUIREMENTS (check one)

A permit will not be issued until acceptable insurance is received

| | |
|---|--|
| <p>Vehicle GVWR Less than 10,000 pounds</p> <ul style="list-style-type: none"> ✓ Will not haul hazardous materials ✓ You must obtain \$300,000 in Public Liability and Property Damage Insurance | <p>Applicants must have their insurance company file proof of liability and property damage insurance covering each vehicle used under the permit.</p> <p>To prevent delay attach a temporary Certificate of Liability from your insurance company. Your insurance company must provide a Form E within 60 days.</p> <ul style="list-style-type: none"> ➤ The name on the insurance must match your company’s legal name <u>exactly</u>. ➤ Proof of insurance must be on either a uniform motor carrier bodily injury property damage liability certificate of insurance (FORM E) or a temporary Certificate of Liability, good for only 60 days. ➤ Your insurance company must file the required FORM E within 60 days or your permit will be <u>canceled</u>. ➤ The Certificate of Liability must show the Washington Utilities and Transportation Commission as the Certificate Holder. ➤ You may provide a copy with your application. |
| <p>Vehicle GVWR more than 10,000 pounds</p> <ul style="list-style-type: none"> ✓ Will not haul hazardous materials ✓ You must obtain \$750,000 in Public Liability and Property Damage Insurance | |
| <p>Hazardous Materials (\$1,000,000)</p> <ul style="list-style-type: none"> ✓ Will haul hazardous materials requiring \$1 million in Public Liability and Property Damage Insurance ✓ Complete Part B, Section 1 and 2 | |
| <p>Hazardous Materials (\$5,000,000)</p> <ul style="list-style-type: none"> ✓ Will haul hazardous materials requiring \$5 million in Public Liability and Property Damage Insurance ✓ Complete Part B, Section 1 and 2 | |

Per [WAC 480-14-250](https://fortress.wa.gov/oic/consumertoolkit/Search.aspx), liability and property damage insurance must be obtained from a company authorized to write such policies in the state of Washington. Before purchasing insurance, we strongly recommend that you ensure the insurance carrier is authorized by the Office of the Insurance Commissioner. Check to see if your insurance carrier is authorized at <https://fortress.wa.gov/oic/consumertoolkit/Search.aspx>.

If you cannot obtain insurance from an admitted company, you will need to request an exemption from WAC 480-14-250. Contact Licensing Services at 360-664-1222 for further guidance on this process.

CERTIFICATION

I, as applicant, understand that the filing of this application does not in itself constitute authority to operate and that no operations may be conducted until a permit is issued by the Commission. I hereby declare and affirm that the information contained in this application is true to the best of my knowledge and belief.

Applicant Name

Date

You must keep a copy of your permit in your vehicle.

FILING YOUR APPLICATION

Select one of the following:

Scan/PDF your application and upload to efileapp.utc.wa.gov and pay online at <https://www.utc.wa.gov/documents-and-proceedings/online-payments/make-payment-now>,

or,

Mail your application **with** your check or money order to the following address:

UTC, PO Box 47250, Olympia, WA 98504-7250

***mailed applications will be processed significantly slower than electronically filed applications.**

ACH online (no service fee) or credit card online (2.5% or minimum of \$3.95 is charged by Official Payments for credit card processing).

DO NOT EMAIL YOUR CREDIT CARD INFORMATION