

IRP Original (Schedule A) and Supplemental (Schedule C) Application

TC-852 Rev. 8/09

Registrant fleet account number		Fleet number		License year		Application effective date	
UT-							
Federal ID (FEIN/EIN)			U.S. DOT number			Utah IFTA account number	
Name of registrant			D.B.A., if any			Registrant phone no. (must be a Utah number)	
Registrant street address (where records are kept - must be a Utah physical address)				Person to contact regarding application			
City		County	State UT	ZIP code		Contact's city	
						Contact's state	
Fleet (situs) permanent address (if different than registrant above)				Contact's phone no.		Contact's fax no.	
City		County	State UT	ZIP code		If previously prorated in another state provide previous state and account number	
						State: Account no.:	
Mailing address				Type of operation (check the ONE that applies)			
City		State		ZIP code		<input type="checkbox"/> For hire <input type="checkbox"/> Private <input type="checkbox"/> Rental <small>only if rental is less than 45 days</small> <input type="checkbox"/> Exempt <input type="checkbox"/> Household goods	
Registration period (check one)			Is this an organization exempt from property tax?			Do you currently have Wyoming intrastate operating authority?	
<input type="checkbox"/> MAR 31 <input type="checkbox"/> JUN 30 <input type="checkbox"/> SEPT 30 <input type="checkbox"/> DEC 31			<input type="checkbox"/> Yes <input type="checkbox"/> No			<input type="checkbox"/> Yes <input type="checkbox"/> No	

Registered Weights List below only the units that will operate at the same weight in the IRP jurisdictions. If traveling in Quebec, list the total combined axles for power units/trailers and the gross weight for buses.

Registered Weights								Weight group #	Type (B-Bus P-Power T-Trailer)
AK	DE	KS	MO	NM	SC	WI	NS		
AL	FL	KY	MS	NV	SD	WV	NT		
AR	GA	LA	MT	NY	TN	WY	PE		
AZ	HI	MA	NC	OH	TX	AB	ON		
CA	IA	MD	ND	OK	UT	BC	QC		
CO	ID	ME	NE	OR	VA	MB	SK		
CT	IL	MI	NH	PA	VT	NB	YT		
DC	IN	MN	NJ	RI	WA	NF	MX		

Equipment Information

Action codes: A - Add vehicle R - Renew vehicle W - Weight change C - Change vehicle (may not add units on a renewal)
Fuel Key: D-Diesel G-Gasoline GH-Gasohol N-Natural P-Propane F-Flex fuel
Type key: BS-Bus C-Cement Pumper CG-Converter Gear CR-Crane DB-Double Bottoms DT-Dump Truck LG-Log Truck
 RT-Road Tractor TK-Truck (single) TL-Full-Trailer or Semi-Trailer TR - Tractor TT-Truck/Tractor W-Wellborer WK-Wrecker/Tow Truck

Action code	<input type="checkbox"/> Do not renew	FT Equipment number	Vehicle identification number			Type	Make	Year	Fuel	For Office Use Only 1 Yr. Pro. tax _____ 2 Yr. Pro. tax _____ HVUT verified _____ I/M # verified _____ Inspec # verified _____ Title verified _____ Factory price _____ Sales tax Y/N _____ Curr. veh. value _____	
Axles/Seats	Name of titled owner/lessor					Unladen weight	Decl. comb. gross wgt				
Situs of vehicle (physical location of vehicle if different than fleet)											
City	County	State	ZIP code		Select plate type		<input type="checkbox"/> LE Skier <input type="checkbox"/> LE Arches				
Owned/Leased	Lease start date	Lease end date	FEIN/EIN of carrier responsible for vehicle safety		US DOT number	Vehicle safety changed?					
						<input type="checkbox"/> Yes <input type="checkbox"/> No					
Truck pull trailer?	Less than 10K/miles	Plate	Title	Temp.	License plate number	Purchase date	Purchase price				
	<input type="checkbox"/> Yes <input type="checkbox"/> No										

Continue equipment information on next page

Registrant account number UT-
Fleet number

Equipment Information - continued

Action code <input type="checkbox"/> Do not renew	FT Equipment number	Vehicle identification number	Type	Make	Year	Fuel	For Office Use Only 1 Yr. Pro. tax _____ 2 Yr. Pro. tax _____ HVUT verified _____ I/M # verified _____ Inspec # verified _____ Title verified _____ Factory price _____ Sales tax Y/N _____ Curr. veh. value _____
Axles/Seats	Name of titled owner/lessor		Unladen weight	Decl. comb. gross wgt			
Situs of vehicle (physical location of vehicle if different than fleet)							
City	County	State	ZIP code	Select plate type <input type="checkbox"/> LE Skier <input type="checkbox"/> LE Arches			
Owned/Leased	Lease start date	Lease end date	FEIN/EIN of carrier responsible for vehicle safety	US DOT number	Vehicle safety changed? <input type="checkbox"/> Yes <input type="checkbox"/> No		
Truck pull trailer?	Less than 10K/miles <input type="checkbox"/> Yes <input type="checkbox"/> No	Plate	Title	Temp.	License plate number	Purchase date	Purchase price

Action code <input type="checkbox"/> Do not renew	FT Equipment number	Vehicle identification number	Type	Make	Year	Fuel	For Office Use Only 1 Yr. Pro. tax _____ 2 Yr. Pro. tax _____ HVUT verified _____ I/M # verified _____ Inspec # verified _____ Title verified _____ Factory price _____ Sales tax Y/N _____ Curr. veh. value _____
Axles/Seats	Name of titled owner/lessor		Unladen weight	Decl. comb. gross wgt			
Situs of vehicle (physical location of vehicle if different than fleet)							
City	County	State	ZIP code	Select plate type <input type="checkbox"/> LE Skier <input type="checkbox"/> LE Arches			
Owned/Leased	Lease start date	Lease end date	FEIN/EIN of carrier responsible for vehicle safety	US DOT number	Vehicle safety changed? <input type="checkbox"/> Yes <input type="checkbox"/> No		
Truck pull trailer?	Less than 10K/miles <input type="checkbox"/> Yes <input type="checkbox"/> No	Plate	Title	Temp.	License plate number	Purchase date	Purchase price

Action code <input type="checkbox"/> Do not renew	FT Equipment number	Vehicle identification number	Type	Make	Year	Fuel	For Office Use Only 1 Yr. Pro. tax _____ 2 Yr. Pro. tax _____ HVUT verified _____ I/M # verified _____ Inspec # verified _____ Title verified _____ Factory price _____ Sales tax Y/N _____ Curr. veh. value _____
Axles/Seats	Name of titled owner/lessor		Unladen weight	Decl. comb. gross wgt			
Situs of vehicle (physical location of vehicle if different than fleet)							
City	County	State	ZIP code	Select plate type <input type="checkbox"/> LE Skier <input type="checkbox"/> LE Arches			
Owned/Leased	Lease start date	Lease end date	FEIN/EIN of carrier responsible for vehicle safety	US DOT number	Vehicle safety changed? <input type="checkbox"/> Yes <input type="checkbox"/> No		
Truck pull trailer?	Less than 10K/miles <input type="checkbox"/> Yes <input type="checkbox"/> No	Plate	Title	Temp.	License plate number	Purchase date	Purchase price

Deletions The original cab card and license plate must be surrendered on all deleted units within 10 business days in order to transfer fee

Equipment number	Plate	Vehicle identification number	Equipment number	Plate	Vehicle identification number
Equipment number	Plate	Vehicle identification number	Equipment number	Plate	Vehicle identification number
Equipment number	Plate	Vehicle identification number	Equipment number	Plate	Vehicle identification number

The State has in effect a requirement that registrants of Commercial Motor Vehicles (CMV) declare their knowledge of the applicable Federal and State CMV safety laws and regulations. For more information, contact Utah Department of Transportation (UDOT) at 801-965-4000 or go to their website at udot.utah.gov.

My signature below acknowledges that I understand and will comply with the reporting, payment, record keeping, and license display requirements as specified in the International Registration Plan. I understand that failure to comply with the provisions shall be grounds for revocation of my registrations in all member jurisdictions. I have reviewed and verified all information for accuracy and all corrections have been made. Under penalty of law, I certify, under the penalties of perjury, that the information herein is true, correct, and complete.

Signature of person completing application	Date signed
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Instructions For IRP Original (Schedule A) and Supplemental (Schedule C) Application

This form is to be used to add a new account, add and or delete vehicle(s) for Utah registration, to change ownership of vehicle(s) on an existing fleet, and for change in equivalent weights to other IRP Jurisdictions.

All vehicles are to be categorized by the combined gross weight in the same equivalent weight for all jurisdictions and submitted on separate pages according to the different weights.

FEIN/EIN: Federal Identification Number (can not be a Social Security Number).

Name of Registrant: Full name of registrant.

Fleet/Situs: Physical address of Fleet.

Contact person and Phone number: Individual's name and telephone number that is responsible for answering any questions regarding the application.

Registrant Fleet Account Number: Seven character account number assigned by Utah Motor Carrier Services.

Type of Operation: Check one that applies to the type of operation that you have.

Fleet: The fleet number you want the Vehicle(s) placed on.

Registration Period: Check a registration period you would like the fleet to expire in.

Weight Group number: List the weight group number for the weight group you would like the vehicles placed in.

Registered Weights: List the weights for the jurisdictions you want listed on your cab card.

Action Code: A- Add vehicle, R- Renew vehicle, W- Weight change, C-Change vehicle (owner change).

FT Equipment Number: Unit number assigned to the vehicle.

Year: The model year the vehicle was manufactured. Use a 2-digit year (example "06").

Make: The first four characters of the vehicle manufacture (example "Dodg").

Vehicle Identification number: Complete all the letters and numbers used to identify the vehicle (VIN).

Type: Show the type based on description of the "Type key."

Axle/Seats: Show number of axles under each vehicle listed or show number of passengers for a Bus.

Fuel: Show type of fuel vehicle uses based on "Fuel Key."

Unladen Weight: The actual weight of the vehicle, excluding the weight of the load.

Declared Combined Gross Weight: The declared gross vehicle weight, including the load.

Purchase Date: The date the vehicle was purchased.

Name of Titled Owner/Lessor: Who is to be listed on the title as the vehicle owner.

Fein/Ein: Enter the Federal Employer Identification number of the person(s) responsible for the safety of the vehicle.

USDOT: Enter the USDOT number for the person(s) responsible for the safety of the vehicle.

Vehicle Safety Change: Will the USDOT and EIN of the person(s) responsible for the safety of the vehicle change during the registration period?

Less than 10K/Miles: Does the vehicle run less than 10,000 miles annually (individual vehicle miles)?

License Plate Number: Enter the Utah plate number if previously registered in Utah.

Proof of Payment of Federal Heavy Vehicle Use Tax

There is a requirement that the Internal Revenue Service (IRS) form 2290-Schedule 1, "Schedule of Heavy Highway Vehicles" must be submitted for all power units with a registered weight over 54,000 lbs GVW. Return the most current stamped copy of Schedule 1 (applicable year). Copies of the form 2290 may be obtained at www.irs.gov or from a local IRS office. The IRS has four locations in Utah for filing and obtaining these forms. Salt Lake Office, 50 S 200 E, SLC, UT 84111; Utah State Tax Commission, 210 N 1950 W, SLC UT 84134; Ogden Office, Federal Building, 25th Washington Blvd., Ogden, UT 84401; Provo Office, 173 E 100 N, Provo UT 84606; Office hours for all locations 8:30 am - 4:30 PM.

Safety Inspection and Emission Certificate (if required)

Safety inspection certificates for vehicle with a registered weight of less than 26,000 lbs must be dated within the previous two months. Fleets of 101 vehicles or more, the certificate for safety must be dated within the previous 11 months.

Emissions certificates must be dated within the previous 11 months. Refer to website at <http://motorcarrier.utah.gov>.

MCS 150

The MCS-150 (USDOT registration) must be updated within one year prior to the beginning of the IRP registration year. Users are strongly encouraged to update the MCS-150 online at www.fmcsa.dot.gov to facilitate the registration process. If you are unable to update online, the MCS-150 included in this packet must be completed and signed by an authorized official so that it can be manually entered by our agents during registration.

Required to enter mileage in carrier mileage field.

<p>New Account or Fleet</p> <ul style="list-style-type: none"> ● FEIN/EIN is required (can not use SSN) ● Have established place of business in Utah - Established place of business means a physical structure owned, leased or rented by the fleet registrant. - Street address in Utah. - Open during business hours and have one or more persons employed on a permanent basis for trucking related business. - Operational records maintained. ● Performance Registration Information Systems Management. - Must have a US DOT number associated with each fleet registrant and power unit. - The MCS-150 (USDOT registration) must be updated within one year prior to the beginning of the IRP registration year. Users are strongly encouraged to update the MCS-150 online at www.fmcsa.dot.gov to facilitate the registration process. Required to enter mileage in carrier mileage field. ● Have you registered with Dept. of Commerce? ● Complete TC-69MC. ● Complete IRP application, TC-852. ● Complete IRP, TC-899B (original mileage sch.). ● To title an IRP vehicle. - Complete Application for Utah Title, TC-656. - Out of state title or MSO must have VIN inspection. - Complete sales tax affidavit Form TC-719 if above 26,000 lb. ● To register only an IRP vehicle. - Complete Application for Utah Title, TC-656 marked "registrant only" across top. - Copy of front and back of current title or current registration. - Out of state title or registration must have VIN inspection. ● Lease agreement if vehicle not owned by registrant. ● Safety inspection if vehicle is registered under 26,000 lb. ● Emissions for vehicles in emissions counties. <ul style="list-style-type: none"> - MSO, no safety or emissions required. ● IRS form 2290 for vehicles registered at 55,000 lbs or over. ● Deleted vehicles must surrender cab card and plates within 10 business days to transfer fees. 	<p>Adding Vehicles to Existing Fleet And Deleting Vehicle, Transfer Fees</p> <ul style="list-style-type: none"> ● Complete IRP application, TC-852 ● To title IRP vehicles. - Complete application for Utah title, TC-656. - Submit original title or MSO. - Out of state title or MSO must have VIN inspection. - Complete sales tax affidavit form TC-719 if above 26,000 lb. ● To register only an IRP vehicle. - Complete Application for Utah Title, TC-656 marked "registrant only" across top. - Copy of front and back of current title or current registration. - Out of state title or registration must have VIN inspection. ● Lease agreement if vehicle not owned by registrant. ● Safety inspection if vehicle is registered under 26,000 lb. 	<p>Change Vehicle Owner or Currently Registered IRP Vehicle</p> <ul style="list-style-type: none"> ● Complete IRP application, TC-852. ● Submit original title. - Out of state title must have VIN inspection. ● Complete TC-719 Sales tax affidavit. ● Lease agreement if vehicle not owned by registrant. 	<p>Renew Existing Fleet</p> <ul style="list-style-type: none"> ● Have established place of business in Utah. - Established place of business means a physical structure owned, leased or rented by the fleet registrant. - Street address in Utah. - Open during business hours and have one or more persons employed on permanent basis for trucking related business. - Operational records maintained. ● Review and verify all information on preprinted renewal packet that was mailed to you. - Verify FEIN, DOT #, VIN, Unit #, owner's name, purchase price, vehicle value and weight group for each unit on Schedule A. ● Delete units not being renewed. ● Enter total fleet miles from reporting period on original mileage Schedule B. - Enter a "Y" for yes or "N" for no for each jurisdiction apportioned or not apportioned. - Enter "A" actual miles or "E" estimated miles. - Enter detailed explanation for estimated miles. ● Performance Registration Information Systems Mgt. - Must have a US DOT number associated with each fleet and power unit - The MCS-150 (USDOT registration) must be updated within one year prior to the beginning of the IRP registration year. Users are strongly encouraged to update the MCS-150 online at www.fmcsa.dot.gov to facilitate the registration process. If you are unable to update online, the MCS-150 included in this packet must be completed and signed by an authorized official so that it can be manually entered by our agents during registration. Required to enter mileage in carrier mileage field. ● Submit emissions for vehicles in emission counties. ● Submit safety inspections for vehicles registered under 26,000 lbs. ● Submit IRS form 2290 (HVUT) showing received by IRS for vehicles registered at 55,000 lb or more. ● Sign and date renewal paperwork and return to Motor Carrier Services. ● Corrections must be made prior to final payment. <p>After submitting your payment and required documents, allow 7 to 10 business days for processing.</p> <p>It will not be possible to wait for renewal credentials at the counter. Documents are processed in the order they are received.</p>
<p>Weight Group Change</p> <ul style="list-style-type: none"> ● Complete IRP application, TC-852 ● List new weights for each jurisdiction in boxes and units included in that weight group. - Submit separate application for each new weight group. 	<p>Estimated Mileage</p> <ul style="list-style-type: none"> ● Motor Carrier Services has specific requirements for estimated mileage. A detailed explanation is required when estimating miles. You must state: <ul style="list-style-type: none"> - Your destination - Number of trips per year ● If you do not want to calculate estimated miles in new jurisdictions and explain in detail how the miles have been estimated, you may use Utah's estimated mileages. Rounding of estimated mileage will not be accepted. 	<p>Estimated Mileage</p> <ul style="list-style-type: none"> ● Motor Carrier Services has specific requirements for estimated mileage. A detailed explanation is required when estimating miles. You must state: <ul style="list-style-type: none"> - Your destination - Number of trips per year ● If you do not want to calculate estimated miles in new jurisdictions and explain in detail how the miles have been estimated, you may use Utah's estimated mileages. Rounding of estimated mileage will not be accepted. 	<p>Estimated Mileage</p> <ul style="list-style-type: none"> ● Motor Carrier Services has specific requirements for estimated mileage. A detailed explanation is required when estimating miles. You must state: <ul style="list-style-type: none"> - Your destination - Number of trips per year ● If you do not want to calculate estimated miles in new jurisdictions and explain in detail how the miles have been estimated, you may use Utah's estimated mileages. Rounding of estimated mileage will not be accepted.
<p>Replace Cab Card</p> <ul style="list-style-type: none"> ● Submit IRP application TC-852 with the unit information. 	<p>Replace Plate</p> <ul style="list-style-type: none"> ● Submit IRP application TC-852 with unit information. ● Check plate field. 	<p>Replace Cab Card</p> <ul style="list-style-type: none"> ● Submit IRP application TC-852 with the unit information. 	<p>Replace Plate</p> <ul style="list-style-type: none"> ● Submit IRP application TC-852 with unit information. ● Check plate field.
<p>Fleet to Fleet Transfer</p> <ul style="list-style-type: none"> ● Complete IRP application, TC-852 for vehicle to be added (list fleet vehicle has moved from) ● Lease agreement if leased vehicle ● Original cab card 			<p>Fleet to Fleet Transfer</p> <ul style="list-style-type: none"> ● Complete IRP application, TC-852 for vehicle to be added (list fleet vehicle has moved from) ● Lease agreement if leased vehicle ● Original cab card