

Vehicle & Motor Carrier Services' Second Quarter 2015 Newsletter

Commercial vehicle titles
Fuel and registration trip permits
International Fuel Tax Agreement (IFTA)

Travel authority
Permits for over dimensional loads
International Registration Plan (IRP)

July 2015



IFTA Second quarter 2015 tax return deadline Friday, July 31

Online processing is required for all IFTA quarterly tax returns, renewals, requests for more decals, and IRP renewals and supplements.

Supported Internet browsers are Microsoft® Internet Explorer® (IE) Google Chrome™, or Mozilla® Firefox® – newer IE versions may need to run in the compatibility mode. You must allow **pop-up windows for the online IFTA/IRP applications to work.**

Customers will use the same Account ID (client ID) and password for both IFTA tax returns and IRP renewal and supplements online. A password can be obtained in two ways. Do not wait until the last minute to request to be set up with a password.

1. Emailing omcs@dot.iowa.gov. Provide your Client ID number, an email address where a temporary password can be emailed, and your telephone number.
2. Calling 515-237-3268. (There is a heavy volume of calls due to the new changes.)

To begin: 1) Go to www.iowadot.gov/iftairp; 2) Click on **"Get It Now"** under the 24/7 "Online Services" banner; 3) Click on **"Commercial drivers,"** and 4) Click on **"IFTA/IRP online application."** The next window to appear is the "hub" of the online application where you will sign in to the application and find the "IFTA and IRP online reference guides."

Payments should be made in full and in a timely manner to avoid penalty and interest. Acceptable methods of payment are:

- Dwolla (online payment option).
- Escrow account (online payment option).
- Check, money order, or cashier check.
- *Credit card or electronic check number (\$2.50 or 3.75 percent fee added, whichever is greater).
- *T-check, Comcheck, or electronic funds source (EFS) check number.

*Call 515-237-3268 to use these options.

Dwolla has implemented flexible account limits on your Dwolla Account. What does this mean for you?

- Your Dwolla account can receive/send any amount.
- There are no transaction limits.
- There are no transaction fees, all payments are free.

Effective Jan. 1, 2016, charter buses will no longer be exempt from IRP requirements. Currently, registration in the IRP for chartered buses has been optional. Effective Jan. 1, 2016, non-government-owned buses transporting chartered parties to any destination outside of Iowa will be required to be registered under the IRP and display the corresponding "apportioned" plates.

The IRP community implemented the Full Reciprocity Plan (FRP) effective Jan. 1, 2015. The FRP is more efficient and flexible for member jurisdictions and registrants by granting full reciprocity for all apportioned vehicles registered under the IRP in all member jurisdictions.

How will FRP work?

- Registration fees are based on your fleet's actual distance for the reporting period; you do not have to estimate distance.
- Only new carriers without an IRP history pays fees based on the Iowa average per-vehicle distance chart for the initial application.
- Carriers are registered under the FRP rules when they renew their IRP during the calendar year 2015.

- Carriers may want to begin reviewing their weight groups for possible duplicates or to combine them to eliminate the number of weight groups in your fleet.
- Weights under FRP will default to the "max gross weight" of that weight group unless the weight is over the maximum weight for a certain jurisdiction, then it will default to that jurisdiction's maximum weight.
- If there is a 10 percent variance, an explanation will be required.
- Weights may not be dropped to empty weights due to not operating in certain jurisdictions. Please check these closely, as you will be charged for that weight for all distance reported.

To view a short FRP presentation, go to the Office of Vehicle & Motor Carrier Services' website at: www.iowadot.gov/iftairp. To access more resources, go to: www.irponline.org/?page=FRPBallot.

Unified Registration System (URS): Federal rule making has created the URS system to be implemented in stages through April 25, 2016. The purpose of the URS is to replace certain existing federal systems with a single, online, federal system. Below are some of the changes that have gone into effect and will go into effect at a later date:

- If your USDOT number has not been updated according to the FMCSA biennial schedule, you may be subject to a citation at roadside, and your registration denied. You will receive an update letter from FMCSA, once received it is recommended the update process be completed at that time.
- **Effective 10/23/15:** A new MCSA-1 form will replace the current MCS-150 form. All processing, including biennial updates **must be submitted on-line.** Updates are required within 30 days of change.
- **Fees: All new applications for USDOT Numbers, and operating authority will be \$300 each.** For example, if the applicant registers for a USDOT No., and registers as both a motor carrier and a broker, the fee will be \$300 each, or \$900 total. (USDOT numbers for **INTRASTATE** carriers will remain at no charge). Exempt for-hire and Private HazMat carriers must file proof of insurance, in addition to all for-hire carriers, brokers, and freight forwarders.
 - **All carriers need a Portal account with FMCSA to access URS. For training and information go to:** <https://portal.fmcsa.dot.gov/training/Company>
- **Effective 4/25/16:** Private and exempt for-hire carriers must file a process agent designation, (a process agent is an entity that is identified for the purpose of serving legal papers. It is a legal presence in each state the carrier operates).

Motor Carrier Responsible for Safety

All IRP commercial motor vehicles (CMVs) registered within a PRISM State must have a motor carrier responsible for safety (MCRS) assigned to it.

- If the MCRS is not going to change during the registration period, the carrier information will be printed on the cab card. However, if the MCRS is going to change during the registration period, that information will not be placed on the cab card. This means the driver must have in his or her possession appropriate documentation to present when stopped at the roadside.
- It is important for IRP account holders to notify our office when the MCRS changes from an OOS carrier to another carrier. Otherwise, the carrier will continue to be stopped when traveling the interstate, due to the vehicle data still being linked to the OOS carrier.

Vehicle & Motor Carrier Services Contact Information:

Mailing address:

P.O. Box 10382, Des Moines, Iowa 50306-0382

Physical address:

6310 SE Convenience Blvd., Ankeny, Iowa 50021
(exit 89 on Interstate 35)

Counter hours: 8 a.m. – 4:30 p.m.

New registrant customers must arrive by 2 p.m.

Email: omcs@dot.iowa.gov

Website: www.iowadot.gov/iftairp

Commercial vehicle titles

515-237-3110
515-237-3056 Fax

Fuel and registration trip permits, and
Oversize/Overweight permits

515-237-3264
515-237-3257 Fax

IFTA fuel tax, IRP registration, UCR,
and Travel authority

515-237-3268
515-237-3225 Fax

Motor carrier audits

515-239-1030
515-239-1874 Fax

New federal regulations regarding your Commercial Driver's License (CDL)

OFFICIAL NOTICE FROM THE IOWA DEPARTMENT OF TRANSPORTATION

YOUR COMMERCIAL DRIVER'S LICENSE WILL EXPIRE SOON.
New federal regulations require you to bring proof of citizenship
or lawful presence to renew your CDL.



 **You must bring one of the following documents to renew your CDL (required)**

- Certified copy of U.S. birth certificate
- Valid U.S. passport
- Consular Report of Birth Abroad (CRBA)
- Certificate of Naturalization
- Certificate of Citizenship
- Permanent resident card (*lawful permanent residents*)

You're also required to prove your Iowa residency.

Bring your current CDL showing your Iowa address. If you do not have your current CDL, bring any document with your name and address, such as a utility bill, pay stub, or any piece of mail with a postmark or stamped date.

 **Get a REAL ID-compliant license (optional)**

Since you must bring the documents to the left, you're only two short steps away from getting a REAL ID license if you want one. *Just bring two additional items with you.*

- Proof of Social Security Number (SSN)
- Additional proof of your Iowa residency

 If your CDL has a gold star in the upper right-hand corner, it's a REAL ID license, and no additional documentation is required. Just bring your current CDL. **Permanent residents or temporary foreign nationals must provide proof of lawful status whenever issued a license.*

REAL ID requirements will affect travel beginning Oct. 1, 2020. Visit: www.iowadot.gov/realid

TO RENEW YOUR CDL (required)

-  Proof of citizenship or lawful presence
-  Proof of Iowa residency

CHECKLIST FOR REAL ID (optional)

-  Proof of Social Security Number
-  Additional document showing proof of Iowa residency

IRP Reporting periods and credential display information

1. The distance reporting period for registrants whose IRP renewal is prior to September 2015 is **July 1, 2013, through June 30, 2014**, for registrants whose IRP renewal is September 2015 or after, the distance reporting period is **July 1, 2014, through June 30, 2015**.
2. The 2290 reporting period is **July 1, 2014, through June 30, 2015 OR July 1, 2015 through June 30, 2016**. ***If the July renewal is received prior to July 1, the July 1, 2014 – June 30, 2015 2290 must be used.**
3. 2016 credentials must be displayed on/before your current credentials expire. If the 2016 credentials are displayed prior to your current credentials expiring, both the 2015 and 2016 cab cards must be carried in the vehicle.

Unified Carrier Registration (UCR)

Each year, interstate carriers, leasing companies, brokers, and freight forwarders who cross the state line while operating a self-propelled or towed vehicle on highways in commerce that meets one of the conditions listed below are required to obtain a UCR.

- It has a gross vehicle weight rating or gross vehicle weight of at least 10,001 pounds, whichever is greater.
- It is designed to transport more than 10 passengers, including the driver.
- It is transporting USDOT-regulated hazardous material that requires placarding.

The enforcement date to register for a 2016 UCR is: **Jan. 1, 2016**. Failing to file and pay the registration fee can result in a citation and fine.

Filing for UCR

In as little as 10 minutes, carriers can renew and pay for their UCR beginning **Oct. 1, 2015** from any computer or smartphone with Internet access. Before you start, be sure you:

- Know the USDOT number.
- Have a credit card or checkbook available.
- Be aware that the computer session will timeout if there is significant idle time. If that happens, close the Internet window and begin the process again.

If a carrier is no longer in operation or never crosses the state line and wishes to avoid further UCR renewal notices, the carrier must inactivate or update its USDOT number.

Note: Any power units registered under IRP are subject to UCR fees.

Biennial Update

USDOT Compliance Information

How Do I File My Biennial Update?

Motor carriers, hazardous material safety permit applicants/holders, and intermodal equipment providers regulated by the Federal Motor Carrier Safety Administration (FMCSA) must update their registration information every two years (biennial updates). Failure to comply with the biennial update requirements will result in penalties and USDOT number deactivation.

To File Your Biennial Update:

- Go to www.fmcsa.dot.gov/BiennialUpdate, sign in using the PIN provided in your warning notice from FMCSA, and complete the biennial update process.
- You may also complete the biennial update process by mail or by fax. Go to www.fmcsa.dot.gov/BiennialUpdate and request or download the MC-150 form. Complete the form and follow the provided instructions for mailing or faxing it to FMCSA.



For more information visit
www.fmcsa.dot.gov/BiennialUpdate
or call (800) 832-5660



U.S. Department of Transportation
Federal Motor Carrier Safety Administration

USDOT COMPLIANCE INFORMATION

Why was I issued this citation/warning?

You have been issued a citation or warning because your company is not in compliance with the Federal Motor Carrier Safety Administration's (FMCSA) biennial registration update requirements. Your company must update its registration information with FMCSA every two years. Failure to do so will result in the assessment of civil penalties and deactivation of your USDOT number.

Your Next Steps

To Avoid Additional Penalties:

- Go to www.fmcsa.dot.gov/BiennialUpdate, sign in using your PIN, and complete the biennial update process.
- If your business has an inactive USDOT number for reasons other than new entrant issues, select "biennial update or changes" in the "reason for filing" section. If your USDOT number has been revoked because of a new entrant issue, select "reapplication (after revocation of new entrant)."
- You may also register by mail or by fax. Go to www.fmcsa.dot.gov/BiennialUpdate and request or download the MC-150 form. Complete the form and follow the provided instructions for mailing or faxing to FMCSA.



For more information visit
www.fmcsa.dot.gov/BiennialUpdate
or call (800) 832-5660



U.S. Department of Transportation
Federal Motor Carrier Safety Administration

FILING SCHEDULE

If your USDOT number ends in:	You must file by the last day of:
1	January
2	February
3	March
4	April
5	May
6	June
7	July
8	August
9	September
0	October

If the next-to-last digit of your USDOT Number is odd, file your update every odd-numbered calendar year. If the next-to-last digit of your USDOT Number is even, file your update every even-numbered calendar year.