



IDAHO TRANSPORTATION DEPARTMENT

Commercial Vehicle Services
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UNIFIED CARRIER REGISTRATION (UCR) FACT SHEET

Who is subject to UCR?

If you have commercial vehicles that operate in interstate (across state lines) or international commerce, over 10,000 pounds, regardless of the type of vehicle registration or type of operation, you should have a USDOT number. You are also subject to the Unified Carrier Registration (UCR) Program. This program is administered in Idaho by the Idaho Transportation Department, Commercial Vehicle Services, Motor Carrier Section. Thirty-nine other states also administer this program for their commercial motor carriers.

What is a Commercial Motor Vehicle?

A "commercial motor vehicle" is defined as a self-propelled **or towed** vehicle used on the highways in commerce principally to transport passengers or cargo, if the vehicle: has a gross vehicle weight of 10,001 pounds or more; is designed to transport 11 or more passengers (including the driver); or is used in transporting hazardous materials in a quantity requiring placarding. For example, if you have one tractor and two trailers, you have three commercial motor vehicles subject to UCR.

Is UCR a one-time requirement or is it reoccurring?

The UCR application and payment of fees is required annually. The application form and instructions are mailed to the address shown in the Federal database for your USDOT number.

For the 2008 calendar year, the UCR application form and instructions were approved for mailing in late March, 2008. Idaho will mail the application form, instructions and cover letter to all active USDOT holders the first week of April, 2008.

What are the UCR enforcement dates?

If you were not in operation in 2007, you have a grace period for the 2008 UCR until June 1, 2008. Registrants who completed the 2007 UCR also have the grace period until June 1, 2008.

How will enforcement confirm that I have applied?

The data from your UCR filing, both online via the Internet or application through our office will transmit to the FMCSA Web site, www.safer.fmcsa.dot.gov. Under the FMCSA Searches column, click on Unified Carrier Registration, then enter the USDOT number. Each completed filing will be listed with the filing date and year.

I didn't apply for UCR in 2007 but should have, can I do it now?

If you were operating during 2007 but did not complete the 2007 UCR requirement, you will need to file for both 2007 and 2008 UCR.

How do I apply for UCR?

The quickest way is online through the National UCR System at www.ucr.in.gov. Follow the step-by-step instructions and payment can be made online using MasterCard, VISA or e-check. No application form is required and there is nothing to mail when filing online.

Use extreme caution when logging in to the National UCR system to ensure you go directly to that site rather than one of the many permitting agency sites. Most permitting agencies have significant service charges in addition to the required UCR fees. You will know that you are on the National UCR Web site if the main page has a map of the United States with the participating states in green and the non-participating states in yellow.

If you do not want to register online and did not receive the 2007 and/or 2008 forms in the mail, print the application form from that Web site and mail to our office with a check payable to "State of Idaho" or with your MasterCard or VISA account number, cardholder name and card expiration date. Our mailing address is listed at the beginning of this document. If you do not have the ability to print the online application form, you may contact Commercial Vehicle Services at (208) 334-8611 to have one mailed or faxed to you.

What do I carry in the vehicle as proof I have complied with UCR?

No credential is issued for UCR. Safety enforcement personnel will verify through the Federal database that you have met the requirement. If you utilize the online system, you have the ability to print a receipt. If you mail your application for us to process, you may go to the UCR Web site and select View Your UCR Information. If we have processed your application, you will be able to View Details, which will provide you with the ability to print your receipt. If no information is found **and** it has been more than two weeks since you submitted your application to our office, you may call (208) 334-8611 to inquire on the status.

I have a USDOT number so why didn't I get a UCR application in the mail?

If you did not receive the 2007 notification (mailed in September, 2007) or the 2008 notification (mailed in April, 2008), your mailing address listed with the FMCSA for your USDOT number may need to be updated.

How do I review and/or update my information for my USDOT number?

Review your Federal information at www.safer.fmcsa.dot.gov. Click on "Carrier Snapshot," enter your USDOT or MC number and verify that all your information is correct.

To update your USDOT data online, go to www.safer.fmcsa.dot.gov. Select FMCSA Registration and Updates, then click Online Registration Without Help. From there you can make the appropriate selection(s) to update your information. You will need your USDOT Personal Identification Number (PIN) to do this. If you cannot view your data or need assistance navigating through the update process, you will need to contact the Federal Motor Carrier Safety Administration at (208) 334-1842.

It is a Federal requirement that you update your information any time you have a change and at least once every two years you must complete the MCS-150 form, even if there are no changes.