

## 2023 Unified Carrier Registration (UCR) – Idaho Application Instructions

**UCR Base State for filing purposes** – The “*Principal Place of Business*” listed on your current USDOT record serves as your headquarters and as the physical location where your operational records are maintained or can be made available. **This address determines the base state for UCR filing purposes.** If your principle place of business is in Alberta, Arizona, British Columbia, Hawaii, Manitoba, Nevada, Northwest Territories, Nunavut, Oregon, Wyoming, Saskatchewan, Yukon Territories or a state of Mexico, you may file UCR through Alaska, California, Colorado, Idaho, Montana, New Mexico, North Dakota, South Dakota, Utah or Washington.

If your principle place of business is not listed above, discard this form and contact the nearest participating state for filing options.

**Section 1, Carrier Information** – The information listed in this section must be identical to your current USDOT record. If the Idaho Account Number is unknown, leave it blank. Classification definitions are as follows, check all that apply:

- **Motor carrier** means a person providing 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 who 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 2, Number of Motor Vehicles** – Applicable only to Motor Carriers and Motor Private Carriers. Brokers, freight forwarders and leasing companies skip this section unless your company is also a motor carrier or motor private carrier.

Check the method used to obtain the vehicle count (current USDOT record or the number of vehicles owned and operated between July 1, 2021 and June 30, 2022).

**All UCR filings are subject to audit.** UCR regulations can be found at [www.plan.ucr.gov](http://www.plan.ucr.gov).

- **Line 1** – Enter the number of straight trucks and tractors.
- **Line 2** – Enter the number of passenger vehicles designed to carry more than 10 people including the driver.
- **Line 3** – Total lines 1 and 2.
- **Line 4** – Motor Carriers and Motor Private Carriers have the option to enter the number of vehicles used exclusively in intrastate transportation or are 10,000 pounds or less.
- **Line 5** – Subtract Line 4 from Line 3 to determine the number of vehicles subject to this UCR filing.

**Section 3, Fees** – Brokers, Freight Forwarders and Leasing Companies pay the lowest fee tier. Motor Carriers, Motor Private Carriers and those doing a combination operation pay the corresponding fee based upon the number of vehicles in Section 2, Line 5.

**Section 4, Certification** – The owner or an individual who has a power of attorney to sign on behalf of the owner or owners. This certification indicates that the information is correct under penalty of perjury. Unsigned applications will not be processed.