



International Registration Plan (IRP)

Schedule A – Application for Registration

ITD-3542 (Rev. 04-2025)

Commercial Vehicle Services

PO Box 7129, Boise, ID 83707-1129 Phone: 208-872-3163

E-mail: cvs@itd.idaho.gov Web: trucking.idaho.gov

Section 1, Carrier Information (Instructions are on Page 2)

Account #	Fleet #	Reg Year	Reg Effective Date	Employer Identification #	Carrier USDOT	Contact Name				Agent? (<input type="checkbox"/>) Yes (<input type="checkbox"/>) No	
Registrant Legal Name				Doing Business As (DBA) Name			Contact Phone		E-mail		
Physical Street Address				City	State Idaho	Zip Code	Registrant Contact Name			Registrant Phone	
Mailing Address				City	State	Zip Code	Instructions are provided on Page 2 of this form				

Section 2, Weight Information

AB-Alberta	AL-Alabama	AR-Arkansas	AZ-Arizona	BC-Brit.Columbia	CA-California	CO-Colorado	CT-Connecticut	DC-Dist Columbia	DE-Delaware	FL-Florida	GA-Georgia
IA-Iowa	ID-Idaho	IL-Illinois	IN-Indiana	KS-Kansas	KY-Kentucky	LA-Louisiana	MA-Massachusetts	MB-Manitoba	MD-Maryland	ME-Maine	MI-Michigan
MN-Minnesota	MO-Missouri	MS-Mississippi	MT-Montana	NB-New Brunswick	NC-N. Carolina	ND-N. Dakota	NE-Nebraska	NH-New Hampshire	NJ-New Jersey	NL-Newfoundland	NM-New Mexico
NS-Nova Scotia	NV-Nevada	NY-New York	OH-Ohio	OK-Oklahoma	ON-Ontario	OR-Oregon	PA-Pennsylvania	PE-Prince Ed Isle	QC-Quebec	RI-Rhode Island	SC-S. Carolina
SD-S. Dakota	SK-Saskatchewan	TN-Tennessee	TX-Texas	UT-Utah	VA-Virginia	VT-Vermont	WA-Washington	WI-Wisconsin	WV-W. Virginia	WY-Wyoming	Weight Group #

Section 3, Vehicle Information

1. Action	2. Unit Number	3. Vehicle Year	4. Vehicle Make	5. Complete Vehicle Identification Number (VIN)	6. Vehicle Type	7. Axles	8. Fuel	9. Unladen Weight	10. Horsepower	11. Seats	12. Operation Type								
13. Veh Safety USDOT		14. Will Safety Change? (<input type="checkbox"/>) Yes (<input type="checkbox"/>) No		15. Titled Owner Name		16. Title Number		17. State Titled		18. Purchase Date		19. Purchase Price		20. Idaho IRP Plate #					
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Signature _____

Date _____

Section 1, Carrier Information

Complete the information in this section as it pertains to the applicant/registrant. The Idaho Account Number is the number assigned to you for all commercial vehicle credentials or permits issued by Commercial Vehicle Services. Leave blank if you are a new applicant. The physical street address must be in Idaho and supported by verifiable documents. Name(s) and Address(es) should match other trucking-related documents (USDOT, IFTA, etc.).

Section 2, Weight Information

The weight provided for each registered jurisdiction will appear on the vehicle registration. Quebec requires the number of axles for the combination, all other jurisdictions require the combined gross weight (weight of the power unit, trailers and heaviest load). Leave "Weight Group Number" blank. Most jurisdictions (including Idaho) require a separate permit for weights over 80,000 pounds. Do not convert Canadian weights to kilograms.

Section 3, Vehicle Information

- 1. Action** - Indicate the action to be taken, "A" Add, "R" Renew, "C" Change, "D" Delete/Cancel. If an added vehicle and a deleted vehicle are shown on the same application, the unused fees and license plate (where applicable) will transfer.
- 2. Unit Number** - The unique number used to identify the vehicle (maximum of 6 characters).
- 3. Vehicle Year** - Manufacturer's vehicle year.
- 4. Vehicle Make** - Manufacturer's vehicle make.
- 5. VIN** - Complete VIN as shown on the current title.
- 6. Vehicle Type** - "TR" Tractor (must pull a trailer to carry a load), "TK" Truck (load is carried on the truck and may pull a trailer), "BS" Bus.
- 7. Axles** - Number of axles, including steering.
- 8. Fuel** - D (Diesel); G (Gas); P (Propane); E (Electric); F (Flexible); H (Hybrid-Electric & Gasoline); I (Hybrid-Electric & Non-Gasoline); N (Liquid/Compressed Natural Gas); O (Other-must specify); Y (Hydrogen)
- 9. Unladen Weight** - Weight of the vehicle without load.
- 10. Horsepower** - Rated capacity of the engine (*buses only*).
- 11. Seats** - Number of seats, including driver (*buses only*).
- 12. Operation Type** - "E" Exempt commodities only, "P" Private (commodities owned by registrant), "I" Interstate For-Hire.
- 13. Veh Safety USDOT** - The USDOT number for the motor carrier responsible for the safe operation of this vehicle. If different than the Carrier USDOT, a Safety Responsibility Statement must be submitted with the Schedule A.
- 14. Will Safety Change?** - Indicate "yes" if the safety responsible carrier is expected to change during this registration year, "no" if expected to remain the same.
- 15. Titled Owner Name** - The current owner name as shown on the vehicle title, application for title or bill of sale.
- 16. Title Number** - The current Idaho title number. Show "Leased" if owned by an out-of-state owner/operator.
- 17. State Titled** - State in which the current title was issued.
- 18. Purchase Date** - Date the current owner purchased the vehicle.
- 19. Purchase Price** - Vehicle's actual purchase price paid by the current owner.
- 20. Idaho IRP Plate #** - For renewals, changes and deletions, the number currently assigned to this vehicle. Leave blank if new.

