



Minnesota Department of Transportation
Office of Freight and Commercial Vehicle Operations
Mail Stop 420
395 John Ireland Boulevard
St. Paul, MN 55155-1899

Phone: 651/ 215-6330
Fax: 651/ 366-3718

MINNESOTA INTRASTATE CARRIERS

Application and Instruction Packet

For

The State Hazardous Materials Transportation Motor Carrier Registration and Permit Program

The uniform registration and permitting application shall be completed by all motor carriers who:

A. Transport

1. hazardous materials of a type and amount that requires the vehicle (truck or trailer) to be placarded, or
2. hazardous substances and/or marine pollutants transported in bulk packages, and

B. Perform all operations within the State of Minnesota.

Materials covered under the Uniform Program include:

hazardous materials of a type and amount that requires the transport vehicle to be placarded pursuant to 49 C.F.R. 172;

“hazardous substances” and/or “marine pollutants” when transported in bulk packaging as defined in 49 C.F.R. 171.8;

Carriers providing For-Hire transportation must also register as an Intrastate Property Carrier.

Please refer to the instructions that accompany this application before contacting the department with questions or requests for additional information.

March 2007



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THE MINNESOTA INTRASTATE HAZMAT TRANSPORTATION REGISTRATION PROGRAM

Who must register?

Under *Minnesota Statutes, section 221.0355*:

- a **carrier** who engages in the intrastate transportation of hazardous materials with its principal place of business in Minnesota shall register its hazardous material transportation with and obtain a permit from the Commissioner-Minnesota Department of Transportation (Mn/DOT) before transporting a hazardous material in Minnesota;
- a **shipper** who maintains a distribution, terminal, warehouse, or other facility in Minnesota used to ship hazardous material or hazardous waste *and* who is required to comply with Code of Federal Regulations, title 49, sections 107.601 to 107.620-US DOT Research and Special Programs Administration (RSPA), shall file, with the commissioner, a complete and accurate copy of its current registration (RSPA registration application), and a copy of its current federal certification of registration;
- a **rail or water carrier** who is required to comply with US DOT (RSPA), shall file, with the commissioner, a complete and accurate copy of its current registration statement, and a copy of its current federal certificate of registration;
- a **public entity** with principal place of business in Minnesota shall register its hazardous material transportation with the commissioner before transporting a hazardous material or hazardous waste in Minnesota.

Note: Hauling or shipping hazardous materials on Minnesota's highways without possession of a credential issued under the Uniform Hazardous Materials Registration and Permit Program (Uniform Program) is a violation of state law and may subject the transporter or shipper to administrative penalties of up to \$10,000.

Are there any exemptions?

In *Minnesota*, the Uniform Program does not apply to the following intrastate transportation:

- the transportation of hazardous material in a vehicle controlled by a farmer and operated by a farmer or farm employee when the hazardous material is to be used on the farm to which it is transported;
- the transportation of a hazardous waste jointly designated as a "special waste" by the Commissioner of Transportation and the Commissioner of the Minnesota Pollution Control Agency; or
- transportation by fertilizer and agricultural chemical retailers while exclusively engaged in the delivery of fertilizer and agricultural chemicals when:
 - (i) the delivery is from the retailer's place of business directly to a farm within a 50-mile radius of the retailer's place of business; and
 - (ii) the fertilizer and agricultural chemicals are for use on the farm to which they are delivered.

What is considered “Hazardous Material Transportation” under this program?

For *carriers by highway*, transporting:

- a material that is of a type or quantity that requires the transporting vehicle to be placarded;
- a hazardous substance or marine pollutant *in bulk*;
- a hazardous waste that requires an EPA or an MPCA hazardous waste manifest. This includes “state-designated” hazardous waste. (Hazardous Waste requires the completion of an interstate application.)

For *shippers*, offering for transportation:

- any highway route-controlled radioactive material; or
- more than 25 kilos (55 lbs.) of explosive material; or
- more than one liter (1.06 qt) of a material that is extremely toxic by inhalation; or
- a liquid or gas in bulk packaging equal to or greater than 13,248 liters (3,500 gallons), or solids greater than 13.24 cu. meters (468 cu. ft); or
- more than 2,268 kilos (5,000 lbs) of one class of HM that requires the transport vehicle to be placarded.

What must I submit to register Intrastate with Mn/DOT?

- *Carriers* must submit a complete Uniform Program application, including all applicable parts (Public Entities; HM Carriers-I; and *HW Carriers-I, II, III and IV).
- *Shippers, rail and water carriers* must submit **only** a photocopy of their *current* US DOT, RSPA registration application and their *current* certificate of registration issued to them by the US DOT, RSPA.
- *Carriers* shall file or have filed by their insurance provider proof of financial responsibility MCS90 or Form E.

What is the fee for registration and permitting?

- For *motor carriers* of HM, the fee is \$15.00 per vehicle.
- For *shippers* and *rail or water carriers* of HM, the annual registration fee for MN is \$250.00.
- For *public entities* there is no fee required.

***HazWaste carriers must file interstate application**



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Instructions for Completing Motor Carrier Registration and Permit Application for the Minnesota Intrastate HazMat Transportation Program

- The application may be submitted by mail or in person to Mn/DOT, 395 John Ireland Boulevard MS 420, St. Paul, MN 55155-1899
- The application should be completed by all motor carriers of hazardous materials who operate in Minnesota intrastate commerce.
- The term “applicant” as used in the application refers to the company or individual seeking a registration or permit.
- The application must be completely filled out. ***Do not leave any item blank.*** If an item does not apply to the applicant, write “N/A” and, if appropriate, include a brief explanation.
- The application should be typewritten or filled out clearly and neatly with ink. Pencil will not be accepted. Illegible responses will result in your application being returned for correction.
- Remittance of all registration and/or permit fees is required at the time the application is submitted.
- All questions and all information requested shall be answered completely and truthfully. Fraudulent, deceptive, or misleading answers may result in denial or revocation of permit and potential initiation of enforcement activities. Falsification may subject applicant to additional penalties as provided for under state law. Applications will be returned to applicant if requested information is missing or omitted. Applicant is expected to make reasonable efforts to check his/her company records so that complete and accurate answers are provided.
- If the applicant encounters difficulty in completing the form or has any questions, contact the Mn/DOT (OFCVO) for assistance. Correcting errors before submitting the form will greatly reduce the possibility of delays due to return of your application for amendment.
- The application must be certified by an authorized representative.

Checks should be made payable to: Commissioner of Transportation

Applications should be mailed to: Minnesota Department of Transportation
Office of Freight & Commercial Vehicle Operations
Attn: HMR
395 John Ireland Boulevard, M.S. 420
St. Paul, MN 55155-1899

For further assistance, please call: (651) 215-6330 Fax Number: (651) 366-3718



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**REGISTRATION AND PERMIT APPLICATION
 FOR MINNESOTA HAZARDOUS MATERIALS
 TRANSPORTATION PROGRAMS**

Part I. Registration Application	
1a. Applicant name:	1b. DBA/Assumed name:
2. Mailing address (include zip code):	3. Street address, if different (include zip code):
4. Person to contact concerning this application:	6. Contact phone:
5. Contact title:	7a. Contact fax:
	7b. Contact E-Mail Address:
8a. US DOT Motor Carrier Number:	9a. US DOT HazMat Registration Number:
8b. Interstate Commerce Commission Number:	9b. Federal EPA Transporter Identification Number(s) (if applicable):
8c. For intrastate carriers, Mn/DOT ID Number (if applicable):	9c. Do you transport hazardous waste in a manner that requires a uniform manifest?
8d. Which number(s) is displayed on applicant's vehicles (if applicable)?	<input type="checkbox"/> YES <input type="checkbox"/> NO Applicants that indicate "yes" should check to see whether they transport hazardous waste in a state that requires a Part III Permit.
<input type="checkbox"/> US DOT <input type="checkbox"/> ICC <input type="checkbox"/> Mn/DOT ID	

See Back Of This Form For Instructions

Part I. Registration Application

- 1a. Provide the legal name of the applicant company.
- 1b. If different from the name given in item 1a, give the exact name you intend to use to provide HazMat transportation.

If you plan to conduct a commercial business under an **assumed name**, Minnesota Statutes, section 333.01 requires you to **file a certificate** with the Minnesota Secretary of State. Questions about this requirement should be addressed to the Office of the Secretary of State at (651) 296-2803.
2. Provide the mailing address for the applicant.
3. Provide the street address of the location where records are kept, if different from the mailing address.
4. Provide the name of the person within the applicant company who should be contacted concerning any questions or requests for additional information regarding the application.
5. Provide the contact's title.
6. Provide the contact's telephone number.
- 7a. Provide the contact's fax number.
- 7b. Provide the contact's e-mail address.
- 8a. Provide the applicant's US DOT Motor Carrier Number as defined in 49 CFR Part 391.21 (if applicable).
- 8b. Provide the identifying number issued to the applicant by the Interstate Commerce Commission (ICC) (if applicable).
- 8c. Provide the Mn/DOT number if one has been issued.
- 8d. Indicate which of the above numbers is displayed on the applicant's vehicles by placing a "✓" or "x" in the appropriate boxes (if applicable).
- 9a. Provide the US DOT HazMat Registration number issued to the applicant by the US Department of Transportation Research and Special Programs Administration. If the applicant does not carry hazardous materials of a type or quantity that requires a federal hazardous materials registration number, please put "N/A" in the space provided.
- 9b. Provide EPA Identification Number(s), if the applicant company is required to have such number in accordance with federal requirements for transporting hazardous waste under 40 CFR Part 263.11. If the applicant's services does not require an EPA ID number, please put "N/A" in the space provided.
- 9c. Indicate whether the applicant company transports hazardous waste subject to the manifest requirements of 40 CFR Part 262.20 et. Seq., or applicable state law relating to the Uniform Hazardous Waste Manifest.

10. Phone number at which the CARRIER can be contacted (includes answering machines and/or voice mail):

11. Provide the average number of cargo tanks currently owned, operated, or leased.

a. With capacities at or above 3,500 water gallons. _____

b. With capacities below 3,500 water gallons. _____

12. Check each applicable class and division of hazardous materials transported.

- | | |
|---|---|
| <input type="checkbox"/> EXPLOSIVES 1.1 | <input type="checkbox"/> OXIDIZER 5.1 |
| <input type="checkbox"/> EXPLOSIVES 1.2 | <input type="checkbox"/> ORGANIC PEROXIDE 5.2 |
| <input type="checkbox"/> EXPLOSIVES 1.3 | <input type="checkbox"/> POISONOUS MATERIALS 6.1 |
| <input type="checkbox"/> EXPLOSIVES 1.4 | <input type="checkbox"/> INFECTIOUS SUBSTANCE (ETIOLOGIC AGENT) 6.2 |
| <input type="checkbox"/> VERY INSENSITIVE EXPLOSIVES; BLASTING AGENTS 1.5 | <input type="checkbox"/> RADIOACTIVE MATERIAL 7 |
| <input type="checkbox"/> EXTREMELY INSENSITIVE DETONATING SUBSTANCES 1.6 | <input type="checkbox"/> CORROSIVE MATERIAL 8 |
| <input type="checkbox"/> FLAMMABLE GAS 2.1 | <input type="checkbox"/> MISCELLANEOUS HAZARDOUS MATERIAL 9 |
| <input type="checkbox"/> NON-FLAMMABLE COMPRESSED GAS 2.2 | <input type="checkbox"/> OTHER REGULATED MATERIAL: ORM-D |
| <input type="checkbox"/> POISONOUS GAS 2.3 | <input type="checkbox"/> STATE-DESIGNATED HAZARDOUS WASTE |
| <input type="checkbox"/> FLAMMABLE AND COMBUSTIBLE LIQUID 3 | |
| <input type="checkbox"/> FLAMMABLE SOLID 4.1 | |
| <input type="checkbox"/> SPONTANEOUSLY COMBUSTIBLE MATERIAL 4.2 | |
| <input type="checkbox"/> DANGEROUS WHEN WET MATERIALS 4.3 | |

13. Number of power units used to transport HM _____ x \$15.00 = \$ _____ Total fee

14. Financial Responsibility: Applicant has in effect and will maintain the minimum level of financial responsibility required for Intrastate carriers. A copy of your current MCS90 or Form E must be attached.

15. Name: _____ Title _____
(Please Print)

Signature: _____ Date: _____

See Back Of This Form For Instructions

10. Provide a 24-hour phone number where the **CARRIER** may be contacted in case of an incident or emergency involving a power unit owned or operated by the applicant company. This number can include voice-mail, an answering machine, or an answering service during non-business hours.
11. If the applicant owns, leases, or operates cargo tanks, please provide the average number of units for each category in the space provided. Otherwise, please put "NONE" in the space provided.
12. Mark each class and division of hazardous materials that the applicant expects to transport during the registration period covered by this application.
13. Provide the total number of vehicles that transports hazardous materials, times \$15.00 fee per vehicle to calculate the total amount of fees.
14. Attach copy of your MCS90 or Form E.
15. An official of the applicant company must sign the application. Type or print the name of the official, title, and date the application was completed.