



**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

**The Uniform HazMat Transportation Registration Program**  
**Shipper, Rail & Water Carrier Registration For**  
**New or Renewal Registrations**

**Who must register?**

**Under Minnesota Statutes, section 221.0355:**

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 certificate 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.

**When should I submit my annual registration?**

Submit your renewal registration at least two weeks prior to the expiration date shown on your current Uniform Program Certificate of Registration to avoid noncompliance due to late registration.

**What must I submit to complete my annual registration with Minnesota?**

There is **NOT** an application to complete for registration as a shipper, rail or water carrier with Minnesota. Your application is your **current** US DOT RSPA data, as explained below:

**APPLICANTS MUST SUBMIT.....**

- ...a photocopy of the current two-page hazardous materials registration statement (application) submitted to the US Department of Transportation, Research and Special Programs Administration (RSPA) (**see example**);
- ...a photocopy of the certificate of registration issued to the applicant by RSPA (**see example**); and
- ...a check in the amount of \$250.00, payable to the **Commissioner of Transportation (see next question)**.

## **What are the fees for registration?**

The fee for filing a shipper, rail or water carrier registration statement is **\$250.00**.

If the applicant is required to pay a fee under Minnesota Statutes, section 299K.095, Hazardous Materials Incident Response Fees (paid to the Minnesota Emergency Response Commission – ERC), we will credit the actual amount paid during the previous 12 months toward payment of the registration fee required for this program, not to exceed \$250 annually.

**Note: Credit is granted for fees paid to the Minnesota ERC only.**

If the applicant wishes to receive credit for payments made to the Minnesota ERC during the previous 12 months, the applicant **must** submit evidence of these payments by ERC statements.

## **When can I expect my renewal Certificate of Registration?**

As applications come in, they will be processed quickly. Provided the registration is complete and accurate, we should be able to offer a very quick turnaround.

## **“NEW”**

**Definition of Shipper:** “Shipper” means a person who offers a designated hazardous material to another person for shipment or who causes a designated hazardous material to be transported or shipped by another person.

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

If you need further assistance, please call: Phone number (651) 215-6330  
Fax number (651) 366-3718