



## Section 15: Obtaining and Maintaining Minnesota Intrastate For-Hire Operating Authority

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### Obtaining and Maintaining Minnesota Intrastate For-Hire Operating Authority

Minnesota operating authority is required for those persons engaged in for-hire transportation and certain other private motor carriers within the state of Minnesota. Operating authority will not be issued to an applicant with an unsatisfactory USDOT safety rating. Application forms and instructions are available by calling the MnDOT Office of Freight and Commercial Vehicle Operations at 651-215-6330, fax 651-366-3718 or visiting their website at [www.mndot.gov/cvo](http://www.mndot.gov/cvo).

#### **Certificate of Compliance Minnesota Workers' Compensation Law**

Minnesota Statutes, Section 176.182 requires every state and local licensing agency to withhold the issuance or renewal of license or permit to operate a business or engage in any activity in Minnesota until the applicant presents acceptable evidence of compliance with the workers' compensation insurance coverage requirement of Minnesota Statutes, Chapter 176. The required workers' compensation insurance information is the name of the insurance company, the policy number, and the dates of coverage, or the permit to self-insure. If the required information is not provided or is falsely stated, it shall result in a \$2,000 penalty assessed against the applicant by the commissioner of the Department of Labor and Industry.

There are six types of for-hire carriers in Minnesota:

#### **Motor Carrier of Property (Minn. Stat. § 221.0251)**

Motor Carrier of Property means a motor carrier engaged in the for-hire transportation of property, other than household goods, in Minnesota who has filed a registration statement with the commissioner.

To obtain a Motor Carrier of Property Certificate of Registration, you must:

- Submit a completed registration statement (no fee);
- Complete a certificate of Compliance Minnesota Workers' Compensation Law form;
- Have your insurance company file, with MnDOT, the Uniform Motor Carrier Bodily Injury and Property Damage Liability Certificate of Insurance (Form E) with proper coverage limits: \$100,000/300,000

Public Liability, \$50,000 Property Damage (You, the Motor Carrier, are responsible for maintaining continuous coverage); and,

- Complete the online Introduction to Minnesota Trucking Regulations (IMCC) training within 90 days of being issued a certificate of registration ([www.mndot.gov/cvo/imccElearning.html](http://www.mndot.gov/cvo/imccElearning.html)).

A motor carrier's authority of this type will be suspended if the carrier:

- Does not maintain and file required insurance;
- Does not pay the annual vehicle registration fees and purchase vehicle ID cab cards or renew permits as required;
- Receives an unsatisfactory safety rating;
- Fails to pay an administrative penalty, if issued against the carrier;
- Does not comply with DOT audit, if required; and/or,
- Fails to maintain workers' compensation insurance.

### **Household Goods Carriers** (Minn. Stat. §221.121)

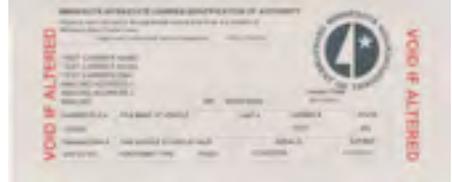
“Household goods” means personal effects and property used or to be used by the owner in the owner's dwelling.

To obtain Household Goods Permit, you must:

- Submit a completed Household Goods Mover Permit application packet (application, Workers' Compensation form, and the vehicle registration form). You will need a US DOT number to apply for this authority. If you do not already have a US DOT number, see Section 14 for information on how to obtain one.
- Have your insurance company file, with MnDOT, the Uniform Motor Carrier Bodily Injury and Property Damage Liability Certificate of Insurance (Form E) with proper coverage limits: \$100,000/300,000 Public Liability, \$50,000 Property Damage; and, Form H Cargo: minimum coverage of \$50,000. (You, the Carrier, are responsible for maintaining continuous coverage);
- Complete and submit a vehicle registration form, \$75.00 per vehicle for registration fee; and,
- Complete the online Introduction to Minnesota Trucking Regulations (IMCC) training within 90 days of being issued a Household Good Permit ([www.mndot.gov/cvo/imccElearning.html](http://www.mndot.gov/cvo/imccElearning.html)).

A motor carrier's authority of this type will be suspended if the carrier:

- Does not maintain and file required insurance;
- Does not pay the annual vehicle registration fees and purchase vehicle ID cab cards or renew permits as required;
- Receives an unsatisfactory safety rating;
- Fails to pay an administrative penalty, if issued against the carrier;
- Does not comply with DOT audit, if required;
- Fails to maintain workers' compensation insurance; and
- Fails to renew registration.



### **Building Movers** (Minn. Stat. § 221.81)

#### Intrastate Authority Cab Card

“Building Mover” means a person, corporation (private and for-hire motor carriers), or other entity who raises, supports off the foundation and moves buildings on or over public streets and highways. It does not include moving manufactured or modular homes, farmers moving their own farm buildings or persons moving buildings less than 16 feet wide by 20 feet long.

To be licensed as a Building Mover, you must:

- Submit a completed application for a Building Mover License application packet (application, Workers' Compensation form) (\$150.00 filing fee due at time of application);
- Have your insurance company file, with MnDOT, the Uniform Motor Carrier Bodily Injury and Property Damage Liability Certificate of Insurance (Form E) with proper coverage limits: \$500,000 Motor Vehicle Liability, \$500,000 General Liability, (Certificate of Insurance filing - Minn. Stat. §221.81, subd. 3(a)). (You, the Carrier, are responsible for maintaining continuous coverage); and,
- Complete and submit a vehicle registration form, \$10.00 per vehicle for registration fee.

A building mover may not move a building on or across a street or highway without first obtaining a permit from the road authority having jurisdiction over the street or highway. Depending upon route, more than one overweight/over-dimension permit may be required.

A motor carrier's authority of this type will be suspended if the carrier:

- Does not maintain and file required insurance;
- Does not pay the annual vehicle registration fees and purchase vehicle ID cab cards or renew permits as required;
- Receives an unsatisfactory safety rating;
- Fails to pay an administrative penalty, if issued against the carrier;
- Does not comply with DOT audit, if required; and/or,
- Fails to maintain workers' compensation insurance.



Intrastate Motor Carrier of Passengers Certificate

### **Motor Carriers of Passengers (Minn. Stat. § 221.0252)**

“Motor Carriers of Passengers” are persons engaged in the for-hire transportation of passengers in vehicles designed to transport 8 or more passengers, including the driver.

To obtain Intrastate Passenger Certificate of Registration, you must:

- Submit a completed application (application, Workers' Compensation form);
- Have your insurance company file, with MnDOT, the Uniform Motor Carrier Bodily Injury and Property Damage Liability Certificate of Insurance (Form E) with proper coverage limits: \$5 million (16 or more passengers), \$1.5 million (8 to 15 passengers). (You, the Motor Carrier, are responsible for maintaining continuous coverage);
- Apply for a USDOT number at [www.fmcsa.dot.gov/registration](http://www.fmcsa.dot.gov/registration) (print a copy of your online filing and submit with your completed application);
- Have all Motor Carrier of Passenger vehicles inspected by a MnDOT Inspector or a certified annual inspector (State Patrol);
- Complete and submit a Vehicle Registration Form (including a copy of your vehicle inspection report) along with \$75.00 registration fee for each vehicle; and,
- Complete the online Introduction to Minnesota Trucking Regulations (IMCC) training within 90 days of being issued a certificate of authority ([www.mndot.gov/cvo/imccElearning.html](http://www.mndot.gov/cvo/imccElearning.html)).

Within 90 days, an audit will be conducted to check for compliance with the motor carrier safety regulations

**Note:** (1) Driver criminal background checks must be completed before transporting passengers (see Section 07). (2) “Small vehicle passenger service” is a service provided by a person engaged in the for-hire transportation of passengers in a vehicle designed to transport 7 or fewer persons including the driver. Small vehicle passenger service is regulated by the cities in which they operate and also by the Metropolitan Airport Commission.

A motor carrier’s authority of this type will be suspended if the carrier:

- Does not maintain and file required insurance;
- Does not pay the annual vehicle registration fees and purchase vehicle ID cab cards or renew permits as required;
- Receives an unsatisfactory safety rating;
- Fails to pay an administrative penalty, if issued against the carrier;
- Does not comply with DOT audit, if required; and/or,
- Fails to maintain workers’ compensation insurance;
- Fails to renew registration.

A motor carrier’s authority will be canceled for non-compliance of the IMCC requirement, or if the carrier does not correct any of the causes for suspension listed above within the required time as stated in the notice of suspension and Minn. Stat. § 221.185.

**Limousine Permit** (Minn. Stat. § 221.84 and Minn. Rule Chapter 8880)

“Limousine service” means a service that:

- (1) is not provided on a regular route;
- (2) is provided in a luxury passenger automobile that has a seating capacity of not more than 15 persons, including the driver;
- (3) provides only prearranged pickup; and
- (4) charges more than a taxicab fare for a comparable trip.



Minnesota Limousine Vehicle Decal

Minnesota Rules, Chapter 8880 defines “Luxury passenger automobile” as a passenger automobile that does not have a meter and:

- Has a chassis and wheelbase that have been stretched beyond the length of the manufacturer’s original specifications for the vehicle;
- Is a sedan that the manufacturer characterizes as a luxury automobile in sales or promotional material regularly distributed to the public; or
- Is a sedan with an original manufacturer’s suggested retail price or present fair market value of more than \$25,000.

Luxury passenger automobile does not include a bus, pickup truck, truck, or taxi cab. Limousines meeting these criteria must be registered and display a decal. The Certificate of Registration remains in the principal place of business.

To obtain Intrastate Limousine Authority:

- Submit a completed Limousine Service Permit application packet (application, Workers’ Compensation form). (Permit Filing Fee: \$150.00 due at time of application);
- Have your insurance company file, with MnDOT, the Uniform Motor Carrier Bodily Injury and Property Damage Liability Certificate of Insurance (Form E) with the proper amount of insurance; minimum aggregate amount of \$1,500,000 per accident for each limousine covered, \$100,000 Property Damage. You, the Limousine Operator, are responsible for maintaining continuous insurance coverage; and,
- Submit a completed Vehicle Registration Form and copy of your Inspection Report along with \$80.00 per vehicle decal fee (due at time of application).

A motor carrier’s authority of this type will be suspended if the carrier:

- Not in compliance with the insurance requirements;
- Willfully refused to permit an inspection;
- Did not pay, or make arrangements to pay, an administrative penalty, including costs assessed;
- Revocation of permit may occur if limousine operator knowingly made a material false or misleading statement in a permit application or if carrier provided limousine service while the limousine operator’s permit was suspended.

A driver must meet the driver qualification requirements under Minn. Rule §8880.0800 including an initial criminal background check completed before transporting passengers for-hire in a limousine.

**Special Transportation Service** (Minn. Stat. § 174.29, Minn. Stat. § 174.30, Minn. Rule Parts 8840.5100 to 8840.6300).

Motor vehicle transportation provided on a regular basis by a public or private entity or person, that is designed exclusively or primarily to serve individuals who are elderly or disabled and who are unable to use regular means of transportation but do not require ambulance service, and that transportation is provided using, in part, by specially equipped buses, vans, taxis, and volunteers driving private automobiles; and, non-emergency medical transportation services under section 256B.0625, subdivision 17, that are subject to the operating standards for special transportation service under sections 174.29 to 174.30 and Minnesota Rules, chapter 8840, must first be certified by the Office of Freight and Commercial Vehicle Operations. Application forms and instructions are available by calling 651-215-6330.

To obtain Intrastate Special Transportation Services Authority:

- Begin the process to become MnDOT certified ([mndot.gov/cvo/sts/newprovider.html](http://mndot.gov/cvo/sts/newprovider.html));
- Apply to become an active provider ([mndot.gov/cvo/sts/newprovider.html](http://mndot.gov/cvo/sts/newprovider.html));
- Complete the online STS Provider training within 90 days of being issued a certificate of authority ([www.mndot.gov/cvo/training/](http://www.mndot.gov/cvo/training/)).

An annual audit will be conducted to check for compliance with driver qualification, driver training requirements, and criminal background checks as required by Minn. Stat. § 174.30, subd. 10.

A motor carrier's authority of this type will be suspended if the carrier:

- Fails to correct a violation within 15 days of receiving written notice;
- Operated a special transportation vehicle after the provider has been directed to remove the vehicle from service unless the defect has first been corrected;
- Used a driver or attendant after the provider has been directed by the commissioner to stop using the driver or attendant;
- Fails to permit an inspection as provided in part 8840.5700;
- Fails to maintain insurance as provided in part 8840.6000; and/or
- Fails to pay an administrative penalty, if issued against the carrier; and
- Allows an individual to perform services or functions after being notified by the Dept. of Human Services that the individual is disqualified.

Revocation of the certificate of compliance may occur if a provider:

- Provides special transportation service after the provider's certificate of compliance has been suspended or canceled;
- Provider has committed a pattern of violating the standards that shows a willful or reckless disregard for the health and safety of persons who use special transportation service.

A motor carrier's authority of this type will be canceled if the carrier:

- Fails to renew a certificate of compliance;
- Knowingly made a material statement that was false or fraudulent;
- Fails to maintain insurance after a notice of suspension was issued.

For additional information on obtaining and maintaining Minnesota Intrastate for-hire operating authority please visit our website at [www.mndot.gov/cvo](http://www.mndot.gov/cvo).

Licensing and credentialing	Credentials Issued & Expiration
<b>Building House Movers (New)</b>	Permit/License and cab card expires in 1 year on the last day of the month it was issued.
<b>Building House Movers (Renewal)</b>	Permit/License and cab card expires in 1 year from the current expiration date.
<b>Household Good Movers (New)</b>	Permit/License and cab card expires in 1 year on the last day of the month it was issued.
<b>Household Good Movers (Renewal)</b>	Cab card expires in 1 year from the current expiration date. There is a late fee if not renewed by expiration date.
<b>Limousine Carrier (New)</b>	There is no expiration date for the permit license unless revoked. Decals expire in 1 year on the last day of the month it was issued.
<b>Limousine Carrier (Renewal)</b>	Decals expire in 1 year on the last day of the month it was issued.
<b>Passenger (New)</b>	Certificate/license and cab card expires in 1 year on the last day of the month it was issued.
<b>Passenger (Renewal)</b>	Certificate/license and cab card expires in 1 year from the current expiration date.
<b>Property Carrier (New)</b>	No expiration date.
<b>STS (New)</b>	Certificate and decal expires in 1 year on the last day of the month it was issued.
<b>STS (Renewal)</b>	Certificate expires in 1 year from the current expiration date.
<b>STS (Trainers)</b>	Certificate issued for 3 years. If teaching first aid, submit a copy of issued trainer or EMT license.
<b>Waivers - All</b>	Expiration based on medical examiners determination.
<b>UCR (Renewal)</b>	Expires annually. Interstate carriers expiration is December 31.