

Wisconsin Motor Carrier Authority Application Instructions

Federal US DOT Number- If you are operating at over 10,000 lbs. you must have a US DOT Number. If you do not have a US DOT number, you can apply online at <https://www.fmcsa.dot.gov/registration> or by calling 1-800-832-5660.

The legal name on the US DOT Number must match the legal name on the following:

- Name on the LC application
- Wisconsin DFI (corporation or LLC) or Wisconsin Driver's License (individual)
- Form E insurance on file

Federal Employer Identification Number (FEIN)- This is the 9- digit number assigned by the Internal Revenue Service to the legal name on the application. All corporations are required to have a FEIN. Individuals may use their Social Security Number if there is no FEIN. For security, we strongly encourage the use of the FEIN on all applications. Individuals and corporations can apply for a FEIN at www.irs.gov.

Wisconsin Department of Financial Institutions (DFI) - If you are a corporation or LLC, you must have your legal name on file with DFI. Out of state corporations operating intrastate in Wisconsin are required to file as a foreign corporation. If not registered, you can complete these steps online at <http://wdfi.org/corporations/> or by calling (608) 261-7577.

Insurance on file (Form E, Scheduled, or MC) - Valid for For-Hire motor carrier liability insurance as required by s. 194.41 must be on file with the Motor Carrier Service Unit **prior** to the submission of the application. The insurance underwriter will need to file a Form E or Scheduled Filing electronically.

If you have an active federal BMC91X under the same legal name, a Form E or Scheduled filing would not be required as the MC can be used in lieu of either one of those.

Wisconsin Intrastate Passenger Carrier number (PC)- Passenger Carrier authority is required for any For Hire passenger operation within Wisconsin unless they meet one of the following exceptions:

1. Taxi service
2. 7 passengers or fewer (including the driver)- Commuter car pool or van pool
3. School bus under [s.120.13 \(27\)](#)

Amended Applications (No fees required)-

Name Change- If going from an individual to a corporation or have any type of legal name change, this option will be marked. Two or more corporations that merge and form a new corporation under a new name is not considered a corporate name change. A new IRS FEIN letter verifying the new legal name and FEIN will be required.

Address Change/contact changes- If an existing authority requires a change to the address or any contact information, this option will be marked. Make any required changes on the form.

Transfer of Authority- Authority issued by the state of Wisconsin is not considered to be part of the sale. If you are leaving a partnership, and the other partners wish to continue operating with that authority, you must sign the statement on page two.

Submission of form and fee - Mail form with your check (made payable to Registration Fee Trust) to: Wisconsin Motor Carrier Unit, PO Box 7955, Madison WI, 53707

Questions? Please email irp-ifta@dot.wi.gov or call (608) 266-9900.



WISCONSIN MOTOR CARRIER AUTHORITY APPLICATION

Wisconsin Department of Transportation
MV2843 6/2021



US DOT Number <div style="border-bottom: 1px solid black; height: 1em;"></div>	Federal Employer Identification Number (FEIN) <div style="border-bottom: 1px solid black; height: 1em;"></div>	OR	Social Security Number (if no FEIN or applying as individual) <div style="border-bottom: 1px solid black; height: 1em;"></div>
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Legal applicant name (Insurance on file and vehicle registration must be filed in this name)

Contact Name	Phone Number	Email Address (Authority will be emailed)
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Physical address/ Principal place of business

Mailing address

Name and address of each partner, if partnership; officer and director if a corporation; each member if an LLC (or attach a copy of the Articles of Inc.)

List all types of commodities transported

Do you or have you had IRP or IFTA under this name or a different name? Provide account number and name

<input type="checkbox"/> Yes <input type="checkbox"/> No	Name	Account number
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Type of For Hire Authority

- Wisconsin Intrastate Local Cartage (LC) \$500.00
- Wisconsin Intrastate Passenger Carrier (PC) \$50.00
- Amended Application- No fee for an authority only name change. *If IRP and IFTA accounts exist under the current name, please complete Form MV2668 and submit with appropriate fees.*
 - Name Change

Former Name	US DOT Number	LC Number
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- Address or account changes (contact person, email, phone)
- Transfer of Authority- I relinquish the right to the authority number below (see instructions on page 1)

Legal Name	US DOT Number	LC Number
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Name of Person Leaving Partnership-Print

 X _____
Signature of Person Leaving Partnership Date

I certify, with penalty of perjury that the information furnished on this application and the attached documentation, if applicable, is true and correct. I have knowledge of the applicable Federal and State safety regulations. I, the applicant has the financial ability to provide cargo insurance or has adequate financial resources to pay damage claims.

Name-Print

 X _____
Signature Date