

Instruction Sheet for Unified Carrier Registration Form 2018

What is my base state for UCR?

- (A) If your principal place of business as completed in Section 1 of the form is AK, AL, AR, CA, CO, CT, DE, GA, IA, ID, IL, IN, KS, KY, LA, MA, ME, MI, MN, MO, MS, MT, NC, ND, NE, NH, NM, NY, OH, OK, PA, RI, SC, SD, TN, TX, UT, VA, WA, WI or WV, **you must use that state as your base state**. If your principal place of business is not in one of these states, go to (B).
- (B) If your principal place of business is not one of the states listed in (A) above but you have an office or operating facility located in one of the states listed in (A) above, you must use that state as your base state.
- (C) If you cannot select a base state using (A) or (B) above, you must select your base state from (A) above that is nearest to the location of your principal place of business; or
- (D) Select your base state as follows:
- If your principal place of business is in DC, MD, NJ, or VT or the Canadian Province of ON, NB, NL, NS, PE, or QC, you may select one of the following states: CT, DE, MA, ME, NH, NY, PA, RI, VA, or WV.
 - If your principal place of business is in FL or a state of Mexico, you may select one of the following states: AL, AR, GA, KY, LA, MS, NC, OK, SC, TN, or TX.
 - If your principal place of business is in the Canadian Province of ON, MB or NU, you may select one of the following states: IA, IL, IN, KS, MI, MN, MO, NE, OH, or WI.
 - If your principal place of business is in AZ, HI, NV, OR, or WY or the Canadian Province of AB, BC, MB, NT, NU, SK, or YT or a state of Mexico, you may select one of the following states: AK, CA, CO, ID, MT, ND, NM, SD, UT, or WA.

Change of Base State

- If you selected your base state using (C) or (D) above and your principal place of business has moved to a qualified state in (A) or (B) above, you may at the next registration year change your base state to a state listed in (A) or (B).

Section 1. – General Information

- Enter all identifying information for your company. The owner and DBA name should be identical to what is on file for your USDOT number (See <http://safer.fmcsa.dot.gov/CompanySnapshot.aspx>). Enter the principal place of business address that serves as your headquarters and where your operational records are maintained or can be made available.

Section 2. – Classification (*Definitions*)

- “**Motor carrier**” means a person providing motor vehicle transportation for compensation.
- “**Motor private carrier**” means a person who provides interstate transportation of property in order to support its primary line of business.
- “**Broker**” means a person, other than a motor carrier, who sells or arranges for transportation by a motor carrier for compensation.
- “**Freight forwarder**” means a person who arranges for truck transportation of cargo belonging to others, utilizing for-hire carriers to provide the actual truck transportation, and also performs or provides for assembling, consolidating, break-bulk and distribution of shipments and assumes responsibility for transportation from place of receipt to destination.
- “**Leasing company**” means a person or company engaged in the business of leasing or renting for compensation motor vehicles without drivers to a motor carrier, motor private carrier, or freight forwarder.

Section 3. - Fees Due-Brokers and Leasing Companies

- Brokers and leasing companies pay the lowest fee tier. If your company is also a motor carrier (whether private or for-hire) you will skip this section of the application.

Section 4. - Number of Motor Vehicles– Motor Carrier & Motor Private Carrier

- Check the appropriate box indicating where you obtained the vehicle count for the numbers you entered into the table in this section. If you select Option B, and your fleet count using this method places you in a

bracket with a lower fee than if you had selected Option A, you are required to maintain a list of vehicles covered by your UCR registration and submit this information on **Form UCR-2** to your base state upon request. **Form UCR-2 may be obtained from your base state or at www.ucr.in.gov. You only need to provide Form UCR-2 to your base state upon request, do not submit the form with your UCR registration!**

- **Line 1.** Enter the number of trucks and tractors over 10,000 pounds.
- **Line 2.** Enter the number of passenger vehicles designed for more than 10 passengers, including the driver that you operated during the 12-month period ending June 30, 2017.
A vehicle must be included as “operated” (1) if you included it among the vehicles you operated on the last Form MCS-150 or MCSA-1 you filed for the U.S. DOT number you entered at the top of this Form, or (2) if the vehicles traveled under the U.S. DOT number you entered at the top of this Form during the 12-month period that ended June 30, 2017. However, vehicles you operated only under a short-term lease (less than 30 days) should not be included.
- **Line 3. Add lines 1 and 2 and enter the results.**
- **Line 4. (Optional, FOR MOTOR CARRIERS ONLY).** You may also subtract vehicles that you included in Line 1, Column A, that you operate **ONLY** in the **INTRASTATE** transportation of property, waste, or recyclable material. “Intrastate” means that these vehicles never cross state lines or carry cargo that originates or has a destination in another state or foreign country. Passenger vehicles may **NOT** be subtracted. Freight Forwarders may not use this option to subtract either freight or passenger vehicles. A vehicle registered under the International Registration Plan is presumed not to be intrastate.
If you use this Option, you must maintain a list of the vehicles you have subtracted. Form UCR-1 is designed for that purpose. Form UCR-1 may be obtained from your base state or online at www.ucr.in.gov. Only provide Form UCR-1 upon request of your base state, DO NOT INCLUDE IT WITH YOUR UCR REGISTRATION.
- **Line 5. Subtract Line 4 from Line 3 enter results.**
- **Line 6. (Optional, FOR FOR-HIRE MOTOR CARRIERS ONLY).** You may add here any motor vehicles you operate for-hire, regardless of weight, in interstate or intrastate commerce. This includes passenger vehicles regardless of the number of passengers.
- **Line 7. Add lines 5 and 6 and enter results.**

Line 8. Grand total Enter the number from line 3, line 5 or line 7 whichever is the most accurate. If the registrant subtract no vehicles on line 4 and does not add any vehicles on line 6 then line 3 must be used to determine the entry on line 8. If the registrant subtracts vehicles on line 4 and does not add any vehicles on line 6 then Line 5 is the number that must be entered on Line 8. If the registrant does not enter any number on line 4 but does add more vehicles on line 6 then the number entered on Line 7 must be used. **.Section 5. – Fee Table for Motor Carriers (For-Hire & Private) & Freight Forwarders**

- This table is the approved UCR fees you will pay dependent upon the number of vehicles reported in Section 4. This fee may change from year to year. Contact your base state if you do not have the fee table for the correct registration period.

Section 6. – Fee Due for Motor Carrier (For-Hire & Private) & Freight Forwarders

- Enter the amount due for the total number of vehicles calculated in Section 5.

Section 7. – Certification

- The owner or an individual who authorized to sign on behalf of the owner or owners must sign this form. This certification indicates that the information is correct under penalty of perjury.



UNIFIED CARRIER REGISTRATION FORM -Year 2018

To register online go to WWW.UCR.IN.GOV

SECTION 1. GENERAL INFORMATION

USDOT Number	MC /MX/FF Number	E-Mail Address	Telephone Number	Fax Number
Legal Name			Doing Business under the Following Name (DBA)	
Principal Place of Business Street Address (See Instructions)		City	State	Zip Code
Mailing Address		City	State	Zip Code

SECTION 2. CLASSIFICATION – Check All That Apply

Motor Carrier
 Motor Private Carrier
 Broker
 Leasing Company
 Freight Forwarder

SECTION 3. FEES DUE-BROKERS & LEASING COMPANIES ONLY

Note: If your company is also a motor carrier or motor private carrier, skip this section and go to section 4.

Registrants that (1) hold broker authority and are NOT motor carriers or freight forwarders, or (2) are leasing companies that do not hold ANY interstate operating authority from USDOT, submit the amount of \$69 in the form of payment acceptable to your base state and go to Section 7.

SECTION 4. MOTOR CARRIERS & FREIGHT FORWARDERS – NUMBER OF VEHICLES

Check only one box: *The number of vehicles below is:*

Option A Taken from section 26 of your last reported MCS-150/MCSA-1 form.

Option B The total number of vehicles owned or operated for the 12-month period ending June 30, 2017.

See Instructions for additional requirements if you select Option B.

LINE NO.		
1.	The total number of Straight Trucks and Tractors:	
2.	Number of passenger vehicles designed to carry more than 10 people, including the driver:	
3.	Add Lines 1 and 2 and enter results here:	
4.	(Optional for MOTOR CARRIERS & MOTOR PRIVATE CARRIERS ONLY): Enter the number of vehicles that are used EXCLUSIVELY in INTRASTATE transportation or have a Gross Vehicle Weight Rating less than 10,000 lbs. You are required to maintain a list of vehicles excluded under this option. See Instructions for additional requirements if you select this option.	
5.	Subtract Line 4 from Line 3 enter total here:	
6.	(Optional for For-Hire Motor Carriers only). Add any other motor vehicle you operated for compensation, and included on Line 1 or Line 2, regardless of weight, interstate or intrastate commerce or how many passengers the vehicle is designed to carry:	
7.	Add lines 5 and 6 and enter results here:	
8.	Grand Total – Enter amount from Line 3, Line 5, or Line 7, as applicable:	

SECTION 5. FEE TABLE

Number of Vehicles	Amount Due	Number of Vehicles	Amount Due	Number of Vehicles	Amount Due
0-2	\$69.00	6-20	\$410.00	101-1000	\$6,820.00
3-5	\$206.00	21-100	\$1,431.00	1001 or more	\$66,597.00

SECTION 6. FEES DUE – MOTOR CARRIER & MOTOR PRIVATE CARRIER

Using the number of vehicles in Section 4, Line 8 above, enter the Amount Due from the table in Section 5.

Note: Contact your selected base state for the types of accepted payment.

\$

SECTION 7. CERTIFICATION

I, the undersigned, under penalty for false statement, certify that the above information is true and correct and that I am authorized to execute and file this document on behalf of the applicant. (Penalty provisions subject to the laws of the registration state.)

Name Of Owner Or Authorized Representative (Printed)	Date
Signature	Title