

**DOT Number Determination/Disclosure**

Use this form to determine if your vehicle needs a U.S. Department of Transportation (DOT) number to register. DOT numbers are required for certain vehicles used for commercial purposes, defined as promoting, selling, or distributing products or services. Take or mail this completed form to any vehicle licensing office with your vehicle renewal or title application. If you have questions, call (360) 902-3770.

**Section 1–Vehicle**

1. Is your vehicle designed to transport 16 or more passengers, including the driver? . . . . .  Yes  No

2. Does your vehicle have a GVWR of 16,001 pounds or more? . . . . .  Yes  No

3. If your vehicle has a GVWR of 6,000 pounds or more, do you tow a trailer with a GVWR of 10,001 pounds or more? . . . . .  Yes  No

4. Is your vehicle used to transport hazardous materials that require a DOT placard? . . . . .  Yes  No

5. Is your vehicle an auto transport, charter party carrier, excursion service carrier, solid waste collection truck, or used to transport household goods? . . . . .  Yes  No

6. Is your vehicle used as a private school bus? . . . . .  Yes  No

If you answered "Yes" to any of the questions above, you must provide a DOT number to register the vehicle. Complete sections 2 and 3.

7. Is your vehicle for personal use only? . . . . .  Yes  No

If you answered "Yes", a DOT number is not required. Go to section 3.

**Section 2–Carrier**

If operating under your own DOT number, you are the Carrier Responsible for Safety (CRS). If you operate under a lease agreement you are under someone else's DOT number and they are the CRS.

I operate under my own DOT number.  
My DOT number \_\_\_\_\_ Federal taxpayer ID number \_\_\_\_\_

I operate under short-term lease agreements that expire in less than 30 days.  
Registered owner DOT number \_\_\_\_\_ Federal taxpayer ID number \_\_\_\_\_

I operate under a long-term lease agreement that will not expire in 30 days. Attach a copy of the lease agreement or equivalent (see page 2).  
Registered owner DOT number \_\_\_\_\_ Federal taxpayer ID number \_\_\_\_\_  
Lessor name \_\_\_\_\_  
Lessor DOT number \_\_\_\_\_ Lessor federal taxpayer ID number \_\_\_\_\_  
Will your lease expire within the vehicle registration period? . . . . .  Yes  No

**Section 3–Registered owner/Vehicle identification**

Name or business name			
Address			
City		State	ZIP code
Vehicle Identification Number (VIN)	Year	Make	Model
Gross vehicle weight rating (GVWR)		License plate number	

**To get a DOT number**, you must complete the Federal Motor Carrier Safety Administration form MCS-150. You can apply online at [fmcsa.dot.gov](http://fmcsa.dot.gov) or call 360.596.3810 to have a form mailed to you.

**Gross Vehicle Weight Rating (GVWR)** is the maximum loaded weight of the vehicle determined by the manufacturer. The GVWR can be found in several places:

- A label on the inside frame of the driver's door
- In the engine compartment
- In the owner's manual or sales brochure
- For trailers, toward the front of the trailer on the left side

**Carrier Responsible for Safety (CRS)** is the person or company responsible for the safety of a vehicle or group of vehicles.

**Federal taxpayer Identification number** is your federal Employer Identification Number (EIN) or Social Security number (SSN). If you do not have an EIN you must provide your SSN. We cannot accept your Unified Business Identifier number.

### Operating under your own DOT number

If you are the owner of the vehicle and will not be operating under a long-term lease agreement, you will be operating under your own DOT number and you are the CRS.

### Operating under someone else's DOT number

If you have entered into a lease agreement to operate your vehicle for an individual or business, you will be operating under someone else's DOT number and they are the CRS. You are required to provide a copy of the lease agreement, a certification of lease, or a letter from the lessor when you register your vehicle.

The certification of lease or the letter on company letterhead must include the following:

- A description of the lease. For example:  
John Doe, XYZ Trucking Company, is presently leased to ABC Trucking Company.  
Mr. Doe will be operating under our DOT number, \_\_\_\_\_, during the term of the lease.  
Our EIN (or SSN) is \_\_\_\_\_.
- The term of the lease in months
- The full name and address of the lessor and lessee
- The year, make, model, and VIN number of the vehicle
- Lessor contact name and daytime telephone number

**Short-term lease** is a lease agreement between two parties that is expected to expire within 30 days of the date of the agreement. In a short-term lease, you are required to have a Carrier DOT number to register your vehicle. A copy of the lease agreement should identify the lessor that is the CRS, must be carried by the driver while operating the vehicle, and must be provided to law enforcement when requested.

**Long-term lease** is a lease agreement between two parties that will not expire within 30 days of the date of the agreement. To register a vehicle that is operated under a long-term lease, you must provide:

- Your DOT and federal tax ID number (registered owner)
- Lessor's DOT and federal tax ID number (CRS)
- A copy of the lease agreement, certificate of lease, or letter from the lessor

When the lease expires or is terminated, you must go to any vehicle licensing office to notify the Department of Licensing.

MFD. BY: _____
DATE OF MFR: MO _____ YR _____
INC. VEH. MFD. BY: _____
MO. _____ YR. _____
GVWR: _____ KG ( _____ LB)
GAWR-FRONT: _____ KG ( _____ LB)
WITH _____ TIRES,
_____ RIMS. _____ @ KPA,
( _____ PSI) COLD _____
THIS VEHICLE CONFORMS TO ALL
APPLICABLE U.S.A. FEDERAL MOTOR
VEHICLE SAFETY STANDARDS IN EFFECT IN:
MO. _____ YR. _____
VEHICLE IDENTIFICATION NUMBER: _____
VEHICLE TYPE: _____