

Instructions for Completing Form OP-1(P) Application for Motor Passenger Carrier Authority

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I. Overview of Operating Authority

Depending upon the type of business operation (Motor Carrier, Broker, Freight Forwarder, Shipper, Vehicle Registrant, and/or Cargo Tank Facility) and what will be transported (property, hazardous materials, and/or passengers), companies may be required to register for both Interstate Operating Authority (Form OP-1 series or Form OP-2) and USDOT Number (Form MCS-150 series). The Federal Motor Carrier Safety Administration (FMCSA) enforces compliance with the Federal Motor Carrier Safety Regulations (FMCSRs) and the Hazardous Materials Regulations (HMRs), which govern safety and financial responsibility. FMCSA's registration requirements reflect the focus on both of these concerns.

FMCSA encourages all applicants with Internet access to use the online registration assistant at <http://www.fmcsa.dot.gov/online-registration> in order to determine FMCSA's registration requirements. Applicants without Internet access can call FMCSA at 1-800-832-5660 for assistance.

Who Needs Operating Authority?

Before beginning **interstate** operations in the United States (U.S.), all authorized for-hire Motor Carriers of non-exempt property and passengers, Brokers, and Freight Forwarders based in the U.S. or Canada must obtain Operating Authority by submitting the appropriate form(s) in the OP-1 series. For a description of the different types of OP-1 forms and the various FMCSA requirements for obtaining Operating Authority, please see "[What Are the Steps in Getting Operating Authority?](#)" (Topic IV) in this packet.

NOTE:

- Hawaii-based Motor Carriers that transport household goods, property or passengers within a terminal area (see 49 U.S.C. § 13504) must obtain Operating Authority. Carriers that operate solely within the State of Hawaii and do not transport household goods are *not* required to obtain Operating Authority.
- Mexico-based Motor Carriers should refer to http://www.fmcsa.dot.gov/espanol/forms_sp.htm (Spanish) or <http://www.fmcsa.dot.gov/espanol/english/forms.htm> (English) for more information.

In addition to Operating Authority, some Motor Carriers of property or passengers must obtain a USDOT Number before beginning interstate operations. Please consult "What Forms Do I Need to Complete?" at <http://www.fmcsa.dot.gov/reg-forms> which specifies the required forms for both Operating Authority and USDOT Number.

II. How to Apply

Applications may be submitted online or mailed to FMCSA. Compared to mailing, the online method reduces processing time by as much as 2-3 weeks, thus enabling companies to begin their operations sooner.

Remember, operations cannot begin until the certificate, permit, or license for Operating Authority has been received. For more information, see "[What Are the Steps in Getting Operating Authority?](#)" (Topic IV) in this packet.

Form OP-1(P)

Payment Instructions

1) Each type of Operating Authority requested in Section II of the application form requires a \$300 processing fee.

Calculate the total amount due as follows:

$$\begin{array}{c} \text{_____} \\ \text{(Enter total number of boxes} \\ \text{checked in Section II)} \end{array} \times \$300 = \$ \begin{array}{c} \text{_____} \\ \text{(Enter total payment amount)} \end{array}$$

2) Select payment method:

Check or Money Order - Make payable to **FMCSA** in United States (U.S.) currency.
Payment must be drawn upon funds deposited in a bank located in the U.S.

Credit Card - Complete the **Credit Card Payment Authorization** below.

Credit Card Payment Authorization		
Select Credit Card	<input type="checkbox"/> Visa <input type="checkbox"/> MasterCard	Total Payment Amount
Credit Card #	Expiration Date	
Name (exactly as it appears on credit card)		
Credit Card Billing Address		
Street Name and Number		
City	State	Zip Code
Signature	Date	

Mailing Instructions (To apply online, please see "How to Apply" (Topic II) in this packet.)

1) Save a copy of the completed application form(s), all supporting documents (if any), and payment details for the company's business records.
2) Depending upon the type of payment and method of mail delivery, send the completed application form(s), any supporting documents, and payment to one of the following addresses (NOTE: Sending payment to the wrong address will delay application processing by 2-3 weeks since the payment must be routed to the correct payment address):

- **Check or Money Order**

- **Standard First-Class Mail**

Federal Motor Carrier Safety Administration
P.O. Box 70935
Charlotte, NC 28272-0935

- **Express Mail Only**

QLP Wholesale Lockbox – NC0810
Lockbox #70935
1525 West WT Harris Blvd.
Charlotte, NC 28262

- **Credit Card**

Federal Motor Carrier Safety Administration
1200 New Jersey Avenue SE, MC-RIO
Washington, DC 20590