



621 Woodland Square Loop SE
 Lacey, WA 98503
 P.O. Box 47250
 Olympia, WA 98504-7250
 Phone: 360-664-1222
 email: transportation@utc.wa.gov

RAILROAD CONTRACT CREW CARRIER PERMIT APPLICATION

This application packet contains the following information:

- Application Forms
- WAC 480-62-277 through 999 Railroad Contract Crew Carrier Rules
- “Your Guide to Achieving a Satisfactory Safety Record”

You **may not begin** operating as a railroad contract crew carrier until you are granted authority and receive a permit from the [Utilities and Transportation Commission](#) (UTC). You must also obtain a USDOT number from the [Federal Motor Carrier Safety Administration](#) (FMCSA).

Insurance/Bond: Contact your insurance agent to provide verification of bodily injury and property damage liability coverage (Form E) or a surety bond (Form G) covering each motor vehicle you operate in Washington and uninsured and underinsured motorist coverage. The insurance or surety bond must be in your legal name. We will accept a Certificate of Liability for up to 60 days or until the Form E is received. The insurance or bond must show the Washington Utilities and Transportation Commission as the certificate holder.

Insurance or surety bond must be at the following minimum levels:

\$5,000,000 combined single limit coverage for bodily injury and property damage liability coverage and \$1,000,000 uninsured and underinsured motorist coverage.

Once all application and insurance requirements are met a motor carrier safety investigator will contact you to make arrangements to inspect your vehicle(s) and discuss safety requirements. Vehicles must be inspected and receive a Commercial Vehicle Safety Alliance (CVSA) decal before a railroad contract crew carrier permit will be issued.

FOR OFFICIAL USE ONLY

Date Filed:	Company:	Docket #:	
Receipt ID:	Payment ID:	App Fee Paid:	Reg Fee Paid:
111 0268	111 0268 232 01	111 0268 232 02	111 0268 232 03

Railroad Contract Crew Carrier [WAC 480-62](#)

New Authority - Complete this application. Total number of vehicles to be operated:

Transfer an existing certificate to a new owner or business structure. Complete this application in addition to **Attachment A**.

Reinstate a previously cancelled certificate.

Name Change - Application to change a company’s corporate name, change or add a trade name, or to change the surname of an individual owner or partner.



621 Woodland Square Loop SE
Lacey, WA 98503
P.O. Box 47250
Olympia, WA 98504-7250
Phone: 360-664-1222
email: transportation@utc.wa.gov

FILING YOUR APPLICATION

Select one of the following:

Scan/PDF your application to efileapp.utc.wa.gov or,

Mail your application to the following address:

UTC, PO Box 47250, Olympia, WA 98504-7250

Section 1 - APPLICATION

Legal Name:

Trade Name, if applicable:

Physical Address:

Mailing Address:

Telephone Number:

Email:

Contact Name:

USDOT#: If you do not have a USDOT number, go online at www.fmcsa.dot.gov/registration to apply or call 360-596-3812 for assistance.

Is your business registered with the [Department of Revenue](#)? No Yes

Business License/UBI#:

Business Structure

Individual Partnership Corporation Other (LP, LLP, LLC) State of Incorporation

List the name, title and percentage of all partner's share or stock distribution for major stockholders:

Name Title Stock Distribution/% of Shares

Have you or your company ever been cited for business-related violations of state laws or commission rule or any other federal or state agency? No Yes If yes, please explain:



621 Woodland Square Loop SE
 Lacey, WA 98503
 P.O. Box 47250
 Olympia, WA 98504-7250
 Phone: 360-664-1222
 email: transportation@utc.wa.gov

Section 2 - EQUIPMENT LIST

Describe the equipment that will be used (attach additional sheet if necessary). All vehicles must pass a Commercial Vehicle Safety Alliance inspection before an application is granted. All fields are required.

Year	Make	License Number	Vehicle ID (VIN)	Seating Capacity

Section 3 - SAFETY

Identify the person and position responsible for understanding and complying with the [Federal Motor Carrier Safety Regulations \(FMCSR\)](#) and Washington State laws and rules. Please refer to the WAC rules, fact sheets and publication "Your Guide to Achieving a Satisfactory Safety Rating" for assistance with requirements.

COMMERCIAL DRIVER'S LICENSE (CDL) STANDARDS REQUIREMENTS AND PENALTIES (Title 49, Code of Federal Regulations Part 383). If you operate commercial motor vehicles, your drivers must have a valid CDL.

DRIVER QUALIFICATION REQUIREMENTS (Title 49, Code of Federal Regulations Part 391). Each of your drivers must meet minimum qualification requirements. You must maintain driver qualification files for each driver.

DRIVERS HOURS OF SERVICE (Title 49, Code of Federal Regulations Part 395). Each of your drivers must maintain hours of service logs. You must maintain true and accurate hours of service records for each driver.

CONTROLLED SUBSTANCE AND ALCOHOL USE AND TESTING (Title 49, Code of Federal Regulations Part 382 and Part 40). If you operate commercial motor vehicles, your drivers must be in a Controlled Substance and Alcohol Use and Testing program. You must have an alcohol and controlled substances testing program.

INSPECTION, REPAIR AND MAINTENANCE (Title 49, Code of Federal Regulations Part 396). You must systematically inspect, repair and maintain all motor vehicles.

SAFETY REGULATIONS, GENERAL (Title 49, Code of Federal Regulations Part 390). You must follow safety regulations.

DRIVING COMMERCIAL MOTOR VEHICLES (Title 49, Code of Federal Regulations Part 392). You must follow regulations for driving commercial motor vehicles.

PARTS AND ACCESSORIES NECESSARY FOR SAFE OPERATION (Title 49, Code of Federal Regulations Part 393). You must maintain parts and accessories in safe condition.

Name:	Position:
--------------	------------------



621 Woodland Square Loop SE
Lacey, WA 98503
P.O. Box 47250
Olympia, WA 98504-7250
Phone: 360-664-1222
email: transportation@utc.wa.gov

Section 4- OPERATIONAL RESPONSIBILITIES

Identify the person and position responsible for understanding and complying with the requirements of each category shown below.

STATE OF WASHINGTON GENERAL LAWS, RULES AND REGULATIONS. List the person and position responsible for understanding and complying with the requirements of the state of Washington general laws, rules, and regulations. You must comply with the regulations of local, state and federal agencies, such as but not limited to: [Department of Labor and Industries](#), [Department of Revenue/Business Licensing Services](#), [Secretary of State](#), [Employment Security](#) and the [Federal Motor Carrier Safety Administration](#).

Name:	Position:
--------------	------------------

Section 5 - DECLARATION OF APPLICANT

I understand that filing this application does not in itself constitute authority to operate as a railroad contract crew carrier.

As the applicant for a railroad contract crew carrier permit, I understand the responsibilities of a railroad contract crew carrier, and I am in compliance with all local, state and federal regulations governing business in the State of Washington.

I certify under penalty of perjury under the laws of the State of Washington that the information contained in this application is true and correct.

I certify that I am the applicant, or I am authorized to execute and file this document on behalf of the applicant.

Name:	Date:
--------------	--------------

