

TOP 10 LIST

Tips for Expediting Your Permit Application for General Permit Types

TxDOT's Motor Carrier Division wants you to get your permit as soon as possible. To help us get you moving down the road, please review the following top 10 tips derived from the most common permit application mistakes.

1. **Provide specific and clear load description.** Examples of specific load descriptions include dozer, excavator, bottle washing machine, empty tank, etc. Examples of unclear load descriptions include oilfield equipment, machinery, fabricated steel, construction equipment, etc.
2. **Be sure to include truck, trailer, and load in the overall dimensions and weight.**
3. **Include complete weight information.** MCD requires axle spacings (in feet), weight per axle, and width of tire tread when exceeding legal gross or axle weights.
4. **Provide clear origin and destination.** Points of origin and destination should include nearest city, the first/last state-maintained highway on which the load will travel, the nearest highway junction, and/or mileage distance to the nearest highway intersection or city street.
5. **Include complete truck information.** MCD requires truck/pulling unit year, make, VIN, license plate number, and state of registration.
6. **Include TxDMV motor carrier registration number, UCR registered USDOT Number, or note "UCR Registered".***
7. **Include trailer length on application.** Due to length restrictions, MCD needs this information for routing.*
8. **Include trailer ground clearance and hydraulic information.** Due to steep approaches, high profile crossings, and road humps, MCD needs this information for routing.*
9. **Multiple commodities.** To ensure compliance with permit rules and regulations, list how the items are loaded (end to end, stacked, etc.*). *Remember – Hauling multiple items cannot cause or increase an over dimension or legal axle and/or gross weight to be exceeded.*
10. **Be sure to include your customer account number on fax applications.**

* For online applications, list this information in the route field.



Double check applications for completeness and accuracy prior to submitting to MCD; this will prevent unnecessary delays in application processing. For additional information on permit application requirements, contact the Motor Carrier Division at 1-800-299-1700.

