



MOTOR CARRIER SERVICES

MoDOT CARRIER EXPRESS

International Registration Plan

How to

Process a 72 Hour Permit

- **Important Notes**
- **Hunter's Permit**

Authorizes the movement of a vehicle and trailer in all jurisdictions upon cancellation of a lease, at the empty weight by a lessor if the apportioned plate has been surrendered to the (motor carrier) lessee. Cost is \$25.00 and is valid for 30 days.
- **72-Hour Reciprocity Trip Permit**

Permit required for carriers based in another jurisdiction that is not properly licensed to travel in or through the State of Missouri. This permit allows the carrier to make inter & intra jurisdictional movements and are vehicle specific. Cost is \$10.00.
- **72-Hour Special Fuel Trip Permit**

Required prior to entry or re-entry into Missouri when not registered for IFTA. This permit is vehicle specific. This permit cost \$10.00
- **72-Hour Trip Permit**

Permit takes the places of an intrastate sticker. Permit does not take the place of required intrastate authority. Cost is \$10.00.
- **Temporary Decal Permit**

Permit takes place of an IFTA decal sticker. Permit must be accompanied with a current IFTA license. No cost for this permit.
- **Combination**

This permit is a combination of a Reciprocity, Fuel, and/or Authority Sticker Trip permit in one. Cost is the total of permits ordered in combination.

IMPORTANT NOTES

USERID & PASSWORD

To file online, you must have a userID and password. If you do not have a userID and password, e-mail contactmcs@modot.mo.gov

If you have forgotten your password, go to the log in page www.modot.org/mce and click on the orange button on that page. Follow the instructions to reset your password.

If you have forgotten your password,
[Click Here](#)

GETTING BACK TO WHERE YOU LEFT OFF

If you exit MoDOT Carrier Express at any time during a transaction, and the renewal is not in an invoiced status, you must use the **SUPPLEMENT CONTINUANCE** function to return to the last saved page.



BACK BUTTON

Do not use your browser's back button. Using the back button or arrow will end your MoDOT Carrier Express session. After any session is ended, you are required log in again and use the **SUPPLEMENT CONTINUANCE** function to proceed.

PRISM ERROR MESSAGES

Gray boxes with error messages will pop up when information in MoDOT Carrier Express does not agree with information held by the FMCSA.

To update your information with FMCSA, use a Form MCS 150 – update electronically at www.safersys.org or download a paper copy at <http://www.fmcsa.dot.gov/forms/print/r-l-forms.htm> and fax, e-mail, or mail it to MoDOT. MCS-150s must be updated within 12 months prior to expiration. Information on file with MoDOT Motor Carrier Services must match the information you gave to the FMCSA. This includes Entity Type, Tax Payer Identification Number, Operation Type and all other information. If you have questions about error messages, call our office toll-free at 1-866-831-6277

OUR CONTACT INFORMATION

MoDOT Motor Carrier Services
1320 Creek Trail Drive
PO Box 893
Jefferson City, MO 65102-0893

Toll-Free: 1-866-831-6277
Local: 573-751-7100
Fax: 573-751-0916
E-mail: contactmcs@modot.mo.gov

72 - HOUR PERMITS

A 72-Hour Permit can be issued for Reciprocity, Fuel, and/or Authority Sticker Trip permits. Permits are necessary for carriers based in another jurisdiction when traveling into Missouri who are not properly registered for Missouri. This permit allows interstate and intrastate movements. Seventy two hour permits are vehicle specific. The permit cost is determined by permit type(s) selected. Permits are valid for 72 hours/3 days. Missouri currently has no limitation on how many permits can be purchased before apportioned license or IFTA license must be purchased.

Note: Permit may be issued when an out of state carrier's load is non reducible and is heavier than their weighted plate. If the load exceeds 80,000 lbs an Oversized/Overweight permit is required.

Who is required to have an OPA Trip permit?

- A carrier making point to point movements in the state of Missouri (for hire), is required to have Missouri Intrastate Operating Authority in active status. **An OPA trip permit does not take the place of required Missouri Operating Authority; it takes the place of the decal, only.** If carrier has current UCR (Unified Carrier Registration), decal or permit is NOT required.
- An OPA trip permit would be needed when a unit does not have the required decal, but the carrier does have existing Missouri Intrastate Operating Authority.
- When a carrier makes Interstate moves only, only UCR is required, no permit or decal is required.

When is an IRP/IFTA permit required?

- Carrier operates in two or more jurisdictions;
- The power unit licensing weight is 26,001 lbs., or higher;
- The power unit has more than two axles regardless of licensed weight;
- The power unit is used in combination and the said combination is 26,001 lbs. or higher; or
- The power unit performs commercial **intrastate** movements in Missouri, regardless of licensed weight.

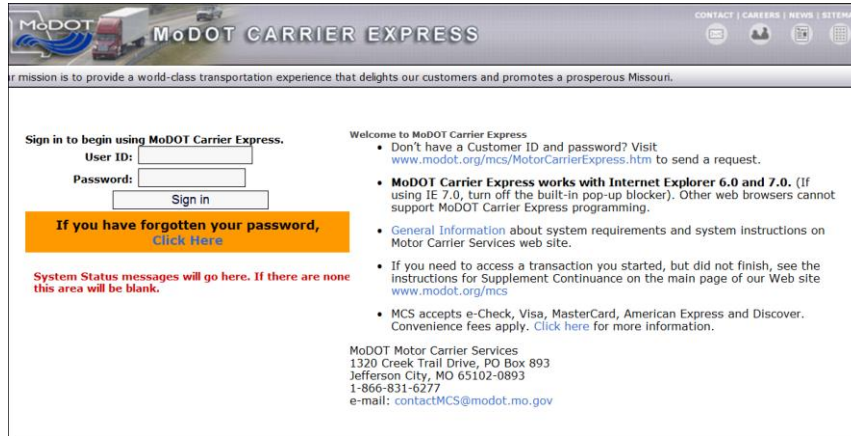
Exempt Vehicles:

- Farm registered vehicles (IRP ONLY) – Used to transport agricultural products produced or property purchased by the owner for use on his/her farm.
- Commercial vehicles – Traveling entirely intrastate (within a jurisdiction) - such as those used for city pickup and delivery vehicle(s) or vehicles that display restrictive plates, which have geographic area, mileage or commodity restrictions.
- Recreational vehicles – such as motor homes, pickup trucks with attached campers, and buses when used exclusively for personal pleasure by an individual. In order to qualify as a recreational vehicle, the vehicle shall not be used in connection with any business endeavor.
- Government owned vehicles (IRP ONLY).
- Crane/Special Mobile Equipment- If it is a true crane/special mobile equipment (equipment that is not generally plated) no permits are required. If it is a truck (plated unit) with a crane lift (i.e. hauling bricks, lumber, steel, etc...) than it is required to have IRP/IFTA license/permits.

Note: Vehicles or combinations having a gross vehicle weight of 26,000 pounds or 11,793.401 kilograms or less and buses used in transportation of chartered parties may be registered at the option of the registrant.

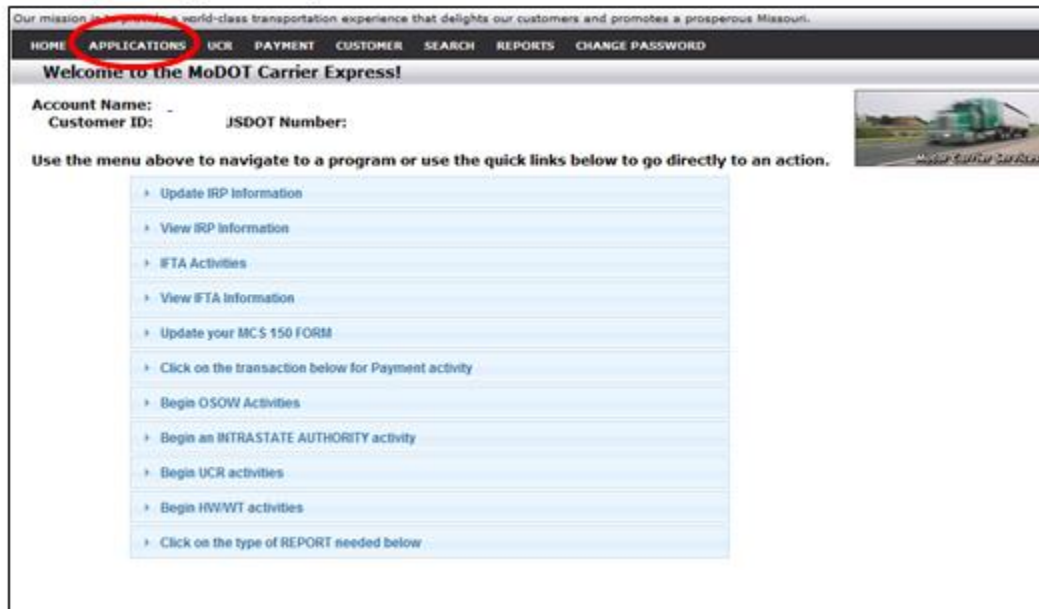
Process a 72-Hour Permit

1. Log on - www.modot.org/mce
2. Enter your userID and password. Click on **SIGN IN**



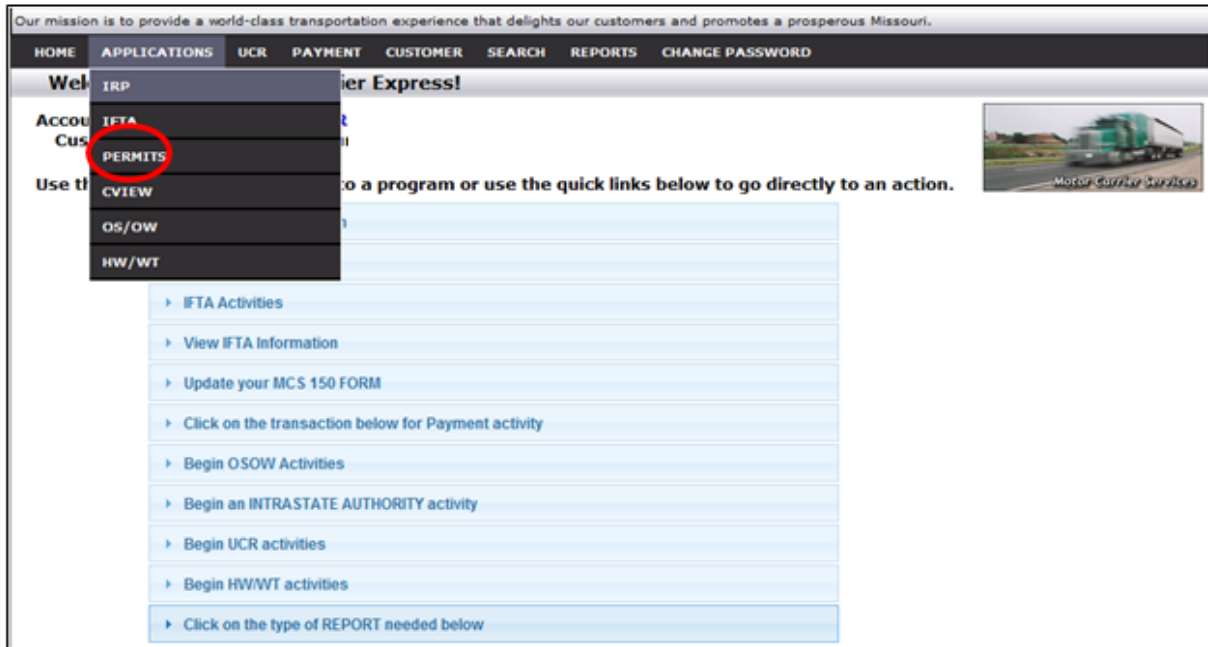
The screenshot shows the MoDOT Carrier Express login page. At the top, there is a navigation bar with the MoDOT logo and the text "MoDOT CARRIER EXPRESS". Below the navigation bar, there is a mission statement: "Our mission is to provide a world-class transportation experience that delights our customers and promotes a prosperous Missouri." The main content area is divided into two columns. The left column contains a sign-in form with fields for "User ID:" and "Password:", a "Sign in" button, and a link for "If you have forgotten your password, Click Here". Below the form, there is a note: "System Status messages will go here. If there are none this area will be blank." The right column contains a "Welcome to MoDOT Carrier Express" message and a list of links: "Don't have a Customer ID and password? Visit www.modot.org/mcs/MotorCarrierExpress.htm to send a request.", "MoDOT Carrier Express works with Internet Explorer 6.0 and 7.0. (If using IE 7.0, turn off the built-in pop-up blocker). Other web browsers cannot support MoDOT Carrier Express programming.", "General Information about system requirements and system instructions on Motor Carrier Services web site.", "If you need to access a transaction you started, but did not finish, see the instructions for Supplement Continuance on the main page of our Web site www.modot.org/mcs", and "MCS accepts e-Check, Visa, MasterCard, American Express and Discover. Convenience fees apply. Click here for more information." At the bottom right, there is contact information for MoDOT Motor Carrier Services: "1320 Creek Trail Drive, PO Box 893, Jefferson City, MO 65102-0893, 1-866-831-6277, e-mail: contactMCS@modot.mo.gov".

3. The **Welcome to the MoDOT Carrier Express** page appears
This page contains links and lists of various activities and information pages
 - a. To proceed with your permit click on **APPLICATIONS**



The screenshot shows the MoDOT Carrier Express dashboard. At the top, there is a navigation bar with the text "HOME APPLICATIONS UCR PAYMENT CUSTOMER SEARCH REPORTS CHANGE PASSWORD". The "APPLICATIONS" link is circled in red. Below the navigation bar, there is a "Welcome to the MoDOT Carrier Express!" message. The dashboard displays "Account Name:" and "Customer ID:" fields, and a "JSDOT Number:" field. Below these fields, there is a message: "Use the menu above to navigate to a program or use the quick links below to go directly to an action." A list of quick links is displayed in a blue box: "Update IRP Information", "View IRP Information", "IFTA Activities", "View IFTA Information", "Update your MCS 150 FORM", "Click on the transaction below for Payment activity", "Begin OSOW Activities", "Begin an INTRASTATE AUTHORITY activity", "Begin UCR activities", "Begin HWWT activities", and "Click on the type of REPORT needed below".

4. Choose **PERMITS** from the drop down menu.



5. Click **PERMITS** and then click **ISSUE PERMIT** from the menu on the left side of the page

6. Click the desired permit:

- a. **Hunter's Permit** - Authorizes the movement of a vehicle and trailer in all jurisdictions upon cancellation of a lease, at the empty weight by a lessor if the apportioned plate has been surrendered to the (motor carrier) lessee. This permit cost \$25.00 and is valid for 30 days.
- b. **72-Hour Reciprocity Trip Permit** - Permit required for carriers based in another jurisdiction that is not properly licensed to travel in or through the State of Missouri. This permit allows the carrier to make inter & intra jurisdictional movements and are vehicle specific. This permit cost \$10.00
- c. **72-Hour Special Fuel Trip Permit** - Required prior to entry or re-entry into Missouri when not registered for IFTA. This permit is vehicle specific. This permit cost \$10.00
- d. **72-Hour Trip Permit** - Permit takes the places of an intrastate sticker (Missouri Operating Authority) Permit does not take the place of requires intrastate authority. This permit cost \$5.00.
- e. **Temporary Decal Permit** - Permit takes place of an IFTA decal sticker. Permit must be accompanied with a current IFTA license. No cost for this permit.
- f. **Combination** - This permit is a combination of a Reciprocity, Fuel, and/or Authority Sticker Trip permit in one

7. Click **SUBMIT**

8. The permit application page will open

State of Missouri
Motor Carrier Services

CONTACT | JOBS | NEWS | SETTING

My Portal | Edit my profile | Log out

HOME | APPLICATIONS | PAYMENT | CUSTOMER | SEARCH | REPORTS

Information | IRP | IFTA | PERMITS | OS/OW | HW/WT

Application Nbr: _____ Permit Nbr: _____

Beginning Date: / / Time: : : AM

Applicant's Name: CARRIER'S NAME

Address: 1320 CREEK TRAIL DRIVE

City: JEFFERSON CITY State: MO - MISSOURI Zip: 65102

Make: Vin: Model Year:

License Nbr: Reg State: USDOT:

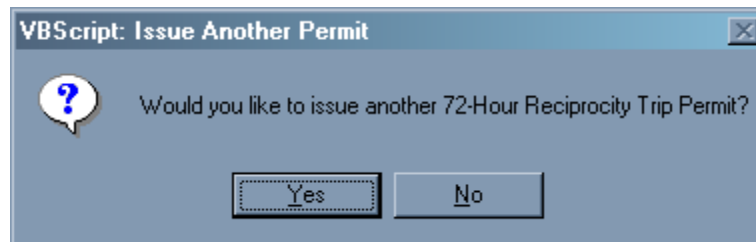
Delivery Options:

- E - Email
- F - Fax
- V - Preview

As the requestor of this permit, I affirm that all the requirements as stated in RSMo 301.266 in obtaining this permit have been met and the information I have indicated is true and correct.

CONTINUE Submit Return Refresh

9. Enter **BEGINNING DATE** and **TIME**
10. Select **MAKE**, **VIN**, and **MODEL YEAR** of the unit.
11. Enter **LICENSE NUMBER (NBR)**
12. Select **REGISTRATION (REG) STATE**
13. Select **DELIVERY OPTIONS** from the drop down box.
 - a. Email - Select and enter an e-mail address to receive invoice and permit over the Internet.
 - b. Fax - Select and enter FAX number to receive the invoice and permit by fax.
 - c. Preview - Select to send the invoice and permit to the REPORT LIST (A tab at the top of your screen) for review and printing.
14. Click **SUBMIT**
15. Click **SUBMIT** to confirm



16. A prompt will appear asking if you want to issue another permit
 - a. If yes – the vehicle information will clear. Enter the next unit's information. Proceed to steps 6 through 12.
 - b. If no - the system will go back to the Permit Menu.

Billing will be delivered by whatever delivery option was chosen

Permit will be delivered after payment is complete