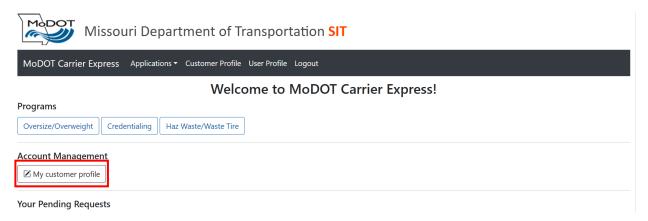
## Changing Carrier Type External Procedure

## **Overview:**

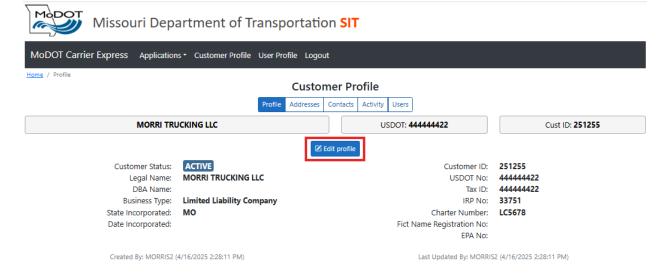
This is used for carriers who are changing their carrier type/commodity class.

## **Process**

1. From the landing pad, click on "My customer profile".

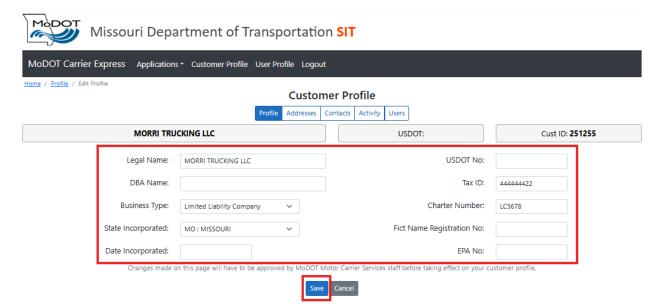


2. On the customer profile page click the "edit profile" button.



Changes can be made to all open fields. If you are changing to For-Hire/private you will key in your USDOT number, if you are changing to For-Hire Lease you will remove your USDOT number and click save.

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This will submit your profile update request to Motor Carrier Services for review and approval. No additional profile changes can be made to the profile until your initial request has been approved. If you will be changing to For-Hire Lease, a processing agent will request your Motor Carrier Responsible for Safety USDOT Number and Tax ID at the time of processing.

Please allow time for processing as items are worked in the order they are received.

