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	<b>GUIDANCE DOCUMENT</b>	<b>IDENTIFIER</b>	<b>EFFECTIVE DATE</b>			
		00001	07/01/2015			
		<b>SUPERSEDES</b>	<b>DATED</b>			
		2013/1b				
<b>RESPONSIBLE ORGANIZATION:</b>		Office of Passenger Transportation				
<b>SUBJECT:</b>	<b>\$500 Fee for Late Vehicle Inspections - Limousine</b>					

MDOT has updated this guidance document to detail how this provision of Act 271 **will be enforced beginning on July 1, 2015.**

- 1) An original copy of a state approved inspection form must be received by MDOT by the end of the month in which the previous inspection expires (i.e., 12 months after the date of the previous inspection). Inspections are considered late if they do not meet this deadline. A vehicle may not be operated in for-hire passenger service until an approved inspection has been received and verified by MDOT.
  - a. When an inspection is late, the vehicle will be marked “unauthorized” in MDOT’s Bus and Limousine Regulatory Information System (BLRIS). This system is accessed by the police to determine if a specific company **and** a specific vehicle is being operated legally.
    - i) If all of the vehicles on a carrier’s roster become unauthorized:
      - (1) Their name will be removed from the Authorized Carriers list posted on the MDOT website.
      - (2) Their Certificate of Authority will be revoked.
  - b. After a new inspection is received and verified by MDOT, insurance status verified and the \$500 late fee is paid, the vehicle will be returned to “authorized” status in BLRIS and the carrier will be notified that the vehicle is legal to operate.
- 2) Any carrier that allows an inspection to expire will be assessed a late inspection fee of \$500 per expired inspection in accordance with Section 21 of Act 271 of 1990.
- 3) Per Section 21 of Act 271 of 1990, the certificate of any limo carrier of passengers who is delinquent in fees shall be revoked. **Therefore, if you do not pay all outstanding fees by the end of the Renewal Period (January 1 through the last business day in February), your authority will be revoked.**
  - a. To reinstate your authority you will have to register as a new applicant per Section 17 of Act 271 of 1990 and pay all late inspection fees.
    - i) For Carriers with 1 vehicle = \$500 (includes re-instatement of authority and late inspection fee)
    - ii) For Carriers with 2 or more vehicles = \$300 for re-instatement fee + \$500 for each outstanding late inspection fee.

**Vehicles in Out-Of-Service Status**

Vehicles may be placed temporarily out of service using MDOT’s “Deletion of a Vehicle” form located at ([www.michigan.gov/busandlimo](http://www.michigan.gov/busandlimo)). However, placing a vehicle Temporarily Out-of-Service **does not** remove the requirement for the vehicle to pass an inspection prior to the previous one expiring. Once a specific vehicle has been registered under Act 271 of 1990, that vehicle must pass a safety inspection every 12 months to avoid the \$500 Fee for Expired Inspections. An extension may be approved if your vehicle meets the requirements listed under the Guidance Document titled “Inspection Extension Approval Process” and the “Inspection Extension Form” has been approved by MDOT prior to inspection expiration date.

**TIPS TO AVOID LATE VEHICLE INSPECTION FEES**

- Schedule your inspections early in the month by a certified mechanic. This allows time to correct any issues with the vehicle or inspection form before the end of the month.
- Carefully review all information on the inspection form to ensure that all fields are completed correctly.
- Make sure the repair facility’s mechanic meets the following at a minimum:

Vehicles less than 10,000 lbs GVWR	Vehicles more than 10,000 lbs GVWR
<b>AUTO - Front End, Suspension &amp; Steering Systems</b>	<b>HDT - Drive Train</b>
<b>AUTO - Brakes &amp; Braking Systems</b>	<b>HDT - Brakes &amp; Braking Systems</b>
	<b>HDT - Suspension &amp; Steering Systems</b>

- Mail your inspection forms to MDOT immediately. MDOT will accept an official postmark as the date received by MDOT. If the mail is postmarked any time after the last day of the month in which the inspection is due, it shall be deemed late.
- FAX or EMAIL your vehicle inspections to MDOT. Fax to (517) 241-0127. If you are concerned they may arrive late (please call prior to faxing any information). Carriers with company names starting with A – K email to [Smithr@michigan.gov](mailto:Smithr@michigan.gov) and carriers L – Z email to [WeberM3@michigan.gov](mailto:WeberM3@michigan.gov). Follow-up by immediately mailing the original forms to MDOT.
- After an inspection is received and verified by MDOT and late fees paid, a vehicle roster and decal will be sent to you.