

**LARA** Public Service Commission

Department of Licensing and Regulatory Affairs



# Michigan Public Service Commission

## Motor Carrier Division

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## • Primary Functions

- The Michigan Public Service Commission regulates companies operating as for-hire carriers in the State of Michigan. For-hire carriers include motor carriers of general commodities(freight), towing companies, and household goods movers.
- The Motor Carrier Division is responsible for insurance and safety regulation of intrastate for-hire motor carriers, as well as, rate and consumer protection regulation of the intrastate motor carriers of household goods.
- The Motor Carrier Division processes applications for new or expanded operating authority and for registration of intrastate motor vehicles.
- The Motor Carrier Division assists the Federal Motor Carrier Safety Administration (FMCSA) in the registration of motor carriers for the Unified Carrier Registration (UCR) program and the Intrastate USDOT Numbering Program.



## • Other Important Functions

- Uphold Michigan Motor Carrier Act 254
- Review and ensure compliance with the Federal Motor Carrier Safety Regulations
- Review and approve contracts, tariffs and rates of household goods movers
- Review and process consumer complaints regarding carriers
- Work in conjunction with the Michigan State Police and Federal Motor Carrier Safety Administration to protect the citizens on the roadways

- **Are you an Intrastate For-Hire Carrier?**

You are if you transport products, goods or items that you do not own or manufacture from one point within the State of Michigan to another point within the State of Michigan.

(Point of Origin & Point of Destination are both within Michigan)



- **Are you an Interstate For-Hire Carrier?**

You are if you transport products, goods or items that you do not own or manufacture across state lines.

(Point of Origin & Point of Destination are in different states)



## • Exemptions

- Private Carrier ( ONLY transport your own product to your own customers and not being compensated by a third party)
- A dump truck having not more than 4 axles or any dump vehicle moving directly to and from a public highway, airport, or railroad or bridge construction site, when used for the transportation of sand, gravel, slag, stone, limestone, crushed stone, marl, pebbles, cinders, bituminous aggregates, asphalt, blacktop, dirt, or fill material, or any dump vehicle transporting commodities generally transported in the dump vehicle operating within an 8 - mile radius of a city having a population of 500,000 or more and including all other cities or villages, any part of which is located within the 8 - mile radius.

A complete list of exemptions in detail are available in the Michigan Motor Carrier Act Article V





- **How to Apply for Intrastate Authority**

First you must complete and submit an application (P-371-GC) with the requirements listed in the instruction pages.

You can obtain the application by downloading it from our website at [www.Michigan.gov/mpsc](http://www.Michigan.gov/mpsc) under the “Motor Carrier” tab

You can call our office at (517) 241-6030 to obtain the application through the mail.



## • Basic Requirements & Submissions Needed

- Completed Application Signed by Owner & Notarized
- \$100 Application Filing Fee
- Articles of Incorporation/Organization or
- Certificate of Assumed Name Certificate from County Clerk
- Copy of Company Safety Policy
- Copies of Vehicle Inspections or Maintenance Files
- Copies of Driver Qualification Files
- Copy of Drug and Alcohol Testing Policy (if applicable)
- Copy of Insurance Certificate Displaying Limits of Liability
- Form E Insurance Filing (Request from Underwriters)
- Power Unit Equipment List (P-344-T)
- Vehicle Lease Agreement (P-341-T) or equivalent



- Annual Renewals are Required to Preserve Authority
- These renewals are based on calendar year (January 1 to December 31)
- Renewal notices are mailed to carriers around October 1<sup>st</sup>
- Renewals are due by December 31<sup>st</sup> to avoid revocation on January 1<sup>st</sup>
- Complete renewals early to avoid processing delays



- **Vehicle Lease Agreement**

- **The Lease Agreement shows the relationship between the owner of the company and the owner of the vehicle.**
- **This is a legal document that is signed by both parties.**
- **It contains key elements including the specific vehicle information (Year, Make, Model, Vin #), rates of compensation, beginning and ending dates of the agreement.**

# LARA Public Service Commission

## Department of Licensing and Regulatory Affairs



Unit# \_\_\_\_\_ MICHIGAN DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS MPSC# \_\_\_\_\_  
 P-341-T (11/12) Michigan Public Service Commission  
 Motor Carrier Division  
 P.O. Box 30221, Lansing, MI 48909

### INTRASTATE (POINT TO POINT IN MICHIGAN) VEHICLE LEASE AGREEMENT

**General Instructions:**

- Print in ink or type all entries.
- Complete BOTH sides of this form.
- Copies of the completed lease should be made and:
  - (1) Retained by the Lessee and Lessor;
  - (2) Carried in each vehicle covered by the lease agreement; and
  - (3) Submitted to the Michigan Public Service Commission with the Equipment List (P-344-T) for MPSC registration of the vehicle.

|  |                                       |        |           |
|--|---------------------------------------|--------|-----------|
| 1. Lessee (Carrier leasing vehicle to add to fleet): | 2. Doing Business As: (if applicable) |        |           |
| 3. Address or Principal Place of Business            | City:                                 | State: | ZIP Code: |
| 4a. MPSC Number                                      | USDOT Number                          |        |           |
| 5. Lessor (Party who has possession of the vehicle): | 6. Doing Business As: (if applicable) |        |           |
| 7. Address or Principal Place of Business:           | City:                                 | State: | ZIP Code: |

**8. For the vehicles included in this lease agreement, complete the following.**

| Unit No. | Make | Type | Year | Serial Number | State |
|----------|------|------|------|---------------|-------|
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OVER



- Resources for Carriers
- Michigan Public Service Commission  
([www.michigan.gov/mpsc](http://www.michigan.gov/mpsc))
- Federal Motor Carrier Safety Administration  
([www.saftersys.org](http://www.saftersys.org))
- Michigan Center for Truck Safety  
([www.truckingsafety.org](http://www.truckingsafety.org))



Thank you from the  
**MOTOR CARRIER DIVISION**

**ANY QUESTIONS?**

Contact Us at (517) 241-6030

Or visit our website at [www.michigan.gov/mpsc](http://www.michigan.gov/mpsc)