

# Steps to Obtain Your Operating Authority from MDOT

1. Due to the high cost of insurance, it is recommended that an insurance quote is obtained before starting the MDOT **Application for Authority** process. If the insurance quote is acceptable, then proceed to Step 2.
2. From the MDOT Bus & Limo home page, click Bus & Limo Forms.



Public Act 345 of 2016 places the regulation of one (1) to eight (8) for-hire passenger vehicles under the Department of Licensing and Regulatory Affairs. Vehicles under Public Act 345 must register with LARA. For questions regarding this act, call 517-241-9221 or e-mail [CSCLonline@Michigan.gov](mailto:CSCLonline@Michigan.gov).

Nine (9) and above passenger vehicles remain under the Michigan Department of Transportation's regulatory guidance and MDOT will ensure that for-hire passenger carriers obtain a certificate of authority, meet commercial insurance requirements, submit to yearly vehicle safety inspections, and pay the required fees in order to operate safely.

## Contact

[Robbie Smith](#), Regulatory Analyst  
517-241-0679

[Rob Pearson](#), Supervisor  
517-930-3680

[Vehicle Inspector Contact Information](#)

[Bus & Limo Forms](#)

3. Complete the form making sure you have all requirements ready:
  1. Completed application.
  2. Your insurance provider has submitted Form 3040 – Certificate of Insurance to MDOT.
  3. Fees are paid.

**\*FORMS USER:** Please make sure to download and save the form on your local drive. Open it from your local drive and complete the form as needed. \*

**Form Search :** Area : "Passenger Transportation-Bus and Limo"

Form Number

By Title or Keyword

or By Area

[WebForms Home](#)

[New/Revised Construction Forms](#)

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Form Number	Form Title	Area	Revision Date	PDF Form
<a href="#">2916</a>	Addition of Vehicle	Passenger Transportation-Bus and Limo	08/04/22 ☆	<a href="#">Fillable</a>
<a href="#">3043</a>	Request for Voluntary Revocation of Certificate of Authority	Passenger Transportation-Bus and Limo	05/10/22	<a href="#">Fillable</a>
<a href="#">3087</a>	Name Change Request	Passenger Transportation-Bus and Limo	08/08/22 ☆	<a href="#">Fillable</a>
<a href="#">3088</a>	Deletion of Vehicle	Passenger Transportation-Bus and Limo	03/28/22	<a href="#">Fillable</a>
<a href="#">3089</a>	Address Change Request	Passenger Transportation-Bus and Limo	05/09/22	<a href="#">Fillable</a>
<a href="#">3184</a>	Application for Authority - Motor Bus	Passenger Transportation-Bus and Limo	08/09/22 ☆	<a href="#">Fillable</a>

\*If the fillable function does not work, download the Application for Authority form onto your local drive.

#### 4. Submit to MDOT

After all documents have been submitted, insurance is on file, and fees have been paid instructions on how to contact the vehicle inspector assigned to your area will be emailed to you.