U.S. DEPARTMENT OF TRANSPORTATION
Pipeline and Hazardous
Materials Safety Administration

# Hazardous Materials Registration Program

Instructions & Form DOT F 5800.2
For Registration Year 2014–2015

For additional information visit our Web site at http://phmsa.dot.gov/hazmat/registration

## RECENT CHANGES:

The fees for year 2014-2015 will return to the previously established levels of $250 (plus a $25 processing fee for each registration form submitted) for small businesses and not-for- profit organizations, and $2,575 (plus a $25 processing fee for each registration form submitted) for all others.

***HM Company ID on Certificates:*** The registration certificates will display a company ID number as an aid in company identification.

***Mailing Address:*** The mailing address for submitting the registration statement is PO Box 530273, Atlanta, GA 30353-0273. Mail the application to this address.

***Fee Schedule:*** Refer to the Fee Table on page 7 for the current registration fees.

***Registration and Fee Requirement:*** Federal hazardous material transportation law (49 U.S.C. 5101 et seq., federal hazmat law) requires offerors and transporters of certain hazardous materials, including hazardous wastes, to file a registration statement with the U.S. Department of Transportation and to pay an annual registration fee. This program is administered by the Pipeline and Hazardous Materials Safety Administration (PHMSA). The registration regulations are found at 49 CFR 107.601-107.620.

The fee provides funds for grants distributed to states and Indian tribes for hazardous materials emergency response planning and training and to certain professional organizations for training purposes through the Hazardous Materials Grants Program. These grants support planning and training of emergency personnel to respond to incidents involving hazardous materials.

Each registration year is the one-year period from July 1 to June 30.

***Terms and Definitions:*** Many of the terms used in this document are defined in Hazardous Materials Regulations (49 CFR Parts 171-180, HMR) in 49 CFR 171.8. Please refer to the definitions in the HMR for words that are in *italics*. The term "shipment" used in the registration regulations means the offering or loading of hazardous material at one loading facility using one transport vehicle, or the transport of that transport vehicle (see 49 CFR 107.601(c)).

The term "person" means each separate legal entity, such as a corporation, partnership, association, or LLC or LP. This means that a separately incorporated subsidiary (or LLC or LP) must register if it engages in the specified activities, even when a parent company is also required to register. All locations and vehicles operated by a person are covered by that person's registration.

***Who Must Register:*** You must register if you are a *person* that offers for *transportation or transports* in commerce a shipment containing any of the following categories of *hazardous materials* (including *hazardous wastes*):

A. A highway route controlled quantity of a Class 7 (radioactive) material, as defined in 49 CFR 173.403. A "highway route controlled quantity" may be shipped by highway, rail, air, or water.

B. More than 25 kilograms (55 pounds) of a Division 1.1, 1.2, or 1.3 (explosive) material (see 49 CFR 173.50) in a motor vehicle, rail car, or freight container.

C. More than one liter (1.06 quarts) per package of a "material extremely toxic by inhalation" (that is, a "material poisonous by inhalation" that meets the criteria for "hazard zone A" as specified in 49 CFR 173.116(a) for gases or 173.133(a) for liquids).

D. A hazardous material (including hazardous wastes) in a *bulk packaging* having a capacity equal to or greater than 13,248 liters (3,500 gallons) for liquids or gases or more than 13.24 cubic meters (468 cubic feet) for solids. Please note that a person that offers or transports a hazardous material in a bulk packaging with a capacity greater than 3,500 gallons or 468 cubic feet must register, even if placards are not required (for example, a Class 9 material).

E. A shipment in other than a bulk packaging of 2,268 kilograms (5,000 pounds) gross weight or more of one class of hazardous materials (including hazardous wastes) for which placarding of a vehicle, rail car, or freight container is required for that class.

F. A quantity of hazardous material that requires placarding. The placarding requirements are set forth in 49 CFR 172 Subpart F and summarized on our Web site. Note that the transporting of any quantity of a hazardous material, other than Division 6.2 and Class 9 materials, in a bulk packaging requires placarding and therefore registration. This includes residues that remain in an un-purged tank truck or rail tank car. Persons that return such packagings are required to register as offerors of a placarded shipment of hazardous materials.

Since the beginning of the program in 1992, activities in Categories A through E above have required registration

by law. Category F was added by regulation beginning with the 2000-2001 registration year.

***Exceptions:*** The following are specifically excepted by statute or regulation from the registration requirements:

A. Agencies of the federal government.

B. Agencies of states.

C. Agencies of political subdivisions of states.

D. Indian tribes.

E. Employees of those entities listed in [A], [B], [C], or [D] who offer or transport hazardous materials as part of their official duties.

F. Hazmat employees, including the owner-operator of a motor vehicle that transports hazardous materials in commerce if that vehicle, at the time of those activities, is leased to a registered motor carrier under a 30-day or longer lease as prescribed in 49 CFR Part 376 or an equivalent contractual relationship.

G. A person that offers hazardous materials for transportation to the United States (U.S.) from locations outside of the U.S., when that person:

   (i) is domiciled outside the U.S., in a country that does not impose registration or a fee on U.S. companies for offering hazardous materials into that country, and

   (ii) does not transport hazardous materials to, within, or from the United States in the types and quantities that require registration.

H. A farmer who offers or transports only hazardous materials that are used in direct support of his or her farming operations and who is not engaged in activities included in Categories A through E described in "Who Must Register" above.

A farmer must register if he or she:

1. Offers or transports hazardous materials that require placarding that are not in direct support of his or her farming operation. For example, a farmer who offers or transports home heating fuel for commercial purposes in quantities requiring placarding must register.

2. Offers or transports for any purpose any of the hazardous materials included in Categories A through E of "Who Must Register" above. For example, a farmer who transports 55 lbs or more of a Division 1.1 explosive, even if the explosive is to be used in direct support of his farming operations, must register.

***Clarifications:*** The HMR apply to persons that offer for transportation or transport by highway, rail, water, or air. Water transportation does not include hazardous materials loaded or carried on board a vessel without benefit of containers or labels and received and handled by the vessel carrier without mark or count. This type of shipment, for which the vessel is the container, such as LNG or oil tanker vessels, is under the authority of the U.S. Coast Guard in the Department of Homeland Security.

You must also register if you engage in any of the activities discussed in "Who Must Register" above, and you are:

1. A merchant vessel carrier transporting, transiting, or transhipping hazardous materials within 12 miles of the U.S. coast; or

2. A federal, state, or local government contractor.

***Requirements for Hazardous Waste Generators:*** All hazardous wastes subject to the Hazardous Waste Manifest Requirements of the U.S. Environmental Protection Agency (EPA) are hazardous materials. A hazardous waste generator must register if it meets the requirements identified above in "Who Must Register".

***Small Business:*** A person is a "small business" if its size does not exceed the size standard established by the U.S. Small Business Administration (SBA) in 13 CFR 121 for the primary business activity (industry group) of the person.

Since the 2000-2001 registration year, the amount of the annual registration fee has depended on whether the registering company meets the SBA size standard for a small business. The SBA size standard is expressed, with a few exceptions, either as the number of employees or as the gross annual receipts of the company for each industry group defined by the U.S. Bureau of the Census in the North American Industry Classification System (NAICS). You are to report the NAICS code that represents the primary business activity of the registering company and use this code to determine whether your company qualifies as a small business.

A representative list of the NAICS code and the current size standard for some common hazardous materials industry groups is provided on our Web site. A link to the SBA's complete list of current size standards by NAICS code is provided on that page. A link to the U.S. Bureau of the Census guide to NAICS Codes is provided on our Web site. The Census NAICS page provides a search box. Enter a descriptive word or phrase. You may have to enter alternative words to find the appropriate code as the search includes only the NAICS titles, not the descriptions. You may enter a NAICS code in the search box to see the definition of that code. Once you determine the appropriate NAICS code for your primary business activity, go to the SBA's table of size standards to find the size standard appropriate for the NAICS code.

The Bureau of the Census revised the NAICS codes in 2012 and the Small Business Administration has been revising their standards. We recommend that you confirm the NAICS code and SBA size standard that you use to determine the appropriate registration fee.

The SBA Office of Size Standards Web site provides other useful information on the SBA size standards. Links to their Web site and to a list of SBA area offices, for assistance in determining your company's industry group and its size standard, are provided on our Web site.

***Registration Deadline:*** The completed 2014-2015 (or 2014-2016 or 2014-2017) registration statement and payment must be submitted before July 1, 2014, or before engaging in any of the activities requiring registration, whichever is later. You must have the DOT certificate and registration number before you offer or transport hazardous materials. If you submit your registration statement by mail, we suggest that you submit it at least four weeks in advance of the date you will need the registration certificate in order to allow sufficient time for the registration to be processed and the certificate produced and mailed to you. If you need to obtain a registration number immediately, see the instructions for "Registering Through the Internet" on this page.

***Recordkeeping Requirements:*** Copies of the registration statement and the certificate of registration must be kept for three years at your principal place of business and must be available for inspection. Motor carriers and vessel operators must also have on board a copy of the current certificate of registration, or another document bearing the current year's registration number identified as the "U.S. DOT Hazmat Reg. No." Every truck or truck tractor or vessel you use for the transportation of a hazardous material that meets the registration criteria must have this proof of registration on board.

***Use The Proper Registration Statement:*** All applications must be submitted on Form DOT F 5800.2 (Revised 3/08), which is supplied in this brochure. **Applications submitted on forms with earlier revision dates will be returned to you unprocessed and will therefore delay your registration.**

***If You Have Failed To Register For Past Years:*** If you engaged in any of the hazardous materials activities in Categories A through E in "Who Must Register" above in registration years before 2000-2001, or if you engaged in any of the activities in Categories A through F in registration years 2000-2001 through 2013-2014, but did not register, you must do so now. Refer to the fee table on page 7 for the appropriate fees.

***Penalties For Failure To Register:*** The requirement to register is based on the federal hazmat law. The enforcement of this requirement is conducted cooperatively by federal, state, and local agencies. Federal, state, or local officials may impose penalties for failing to register or failing to meet the recordkeeping requirements.

## APPLYING FOR A REGISTRATION

### REGISTERING THROUGH THE INTERNET

The most convenient and expedient means of registering is by using our On-Line Registration Service, which can be reached through our Internet site at http://phmsa.dot.gov/hazmat/registration as the first of the "Registration Quick Links." That link will take you to the registration options page, where you can choose "Initial," "Renewal," "Amendment," "Company Look-Up," or "ACH Verification." Detailed instructions for using the on-line registration services are provided on our Web site at the above address or through links at the bottom of the registration options page and on the Internet form page.

There is no additional charge for registering over the Internet and at the end of the session, if payment has been made electronically by credit/debit card, you will receive a registration number and be able to print a registration certificate. We will also e-mail a confirmation of the registration with a copy of the certificate attached, which you can also print. If payment is made by ACH ("Electronic Check"), the number and certificate will not be provided until the payment has been verified through the banking system (usually the next business day, but sometimes two or three days later). We will e-mail a confirmation of the registration with a copy of the certificate attached when the payment has been verified. You can return to the site and use the "ACH Verification" or "Company Look-Up" to print the certificate once payment has been confirmed.

The on-line registration process is designed to help registrants complete their registration statement and obtain a certificate as quickly as possible. Payment by credit/debit card results in same-day receipt of a certificate. If you need assistance or encounter problems with the Internet registration process, please call (202)366-4109 and ask for Internet site registration assistance.

### REGISTERING BY MAIL

If you prefer to register by mail, the Registration Statement Form DOT F 5800.2 (Revised 3/08) is supplied in this brochure. The form may also be filled out electronically on our Web site, printed out, and mailed with payment.

Mail your completed registration form(s) (one copy) and payment together to:

**U.S. Department of Transportation**
**Hazardous Materials Registration**
**PO Box 530273**
**Atlanta, GA 30353-0273**

**Do not** send them to Washington, D.C. Be sure to mail the form(s) and payment **together**. Be careful to use a mail or delivery service that delivers to P.O. Box addresses. (The Atlanta, Georgia, address is a post office box and

many services cannot deliver to P.O. Boxes.) Allow four weeks to receive your certificate of registration.

## COMPLETING AN APPLICATION

The following instructions apply to both on-line and paper applications, though the order of the questions may vary between the two application methods.

You may use the printed form or the Internet service to register for previous years. You will receive a new registration number for each properly completed registration statement you submit.

## TYPE OF REGISTRATION

1. Indicate the type of registration you are making:

***Initial Registration*** if you are registering for the first time. Because you have no registration number yet, leave the space for "Current Registration #" blank on the paper application.

***Renewal of Registration*** if you have registered in one or more previous years. Enter your most recently issued registration number as the "Current Registration #" on the paper application. You may use a prior registration number to search for your company on the On-Line company search page.

***Amendment to Registration*** if you are notifying us of a change in your company name or address currently on file. You must amend your registration statement within 30 days if there is a change in your company's name or principal place of business. You may submit an amendment through the Internet or on the paper form by marking "Amendment to Registration," entering the "Current Registration #," recording the new name or address in items 2 and 3, and completing and signing item 10, "Certification of Information". Attach a copy of the original certificate of registration to the amended form. Send the amendment to the Atlanta, Georgia, address printed on the back of the form. There is no additional fee for filing an amendment whether done by mail or through the Internet.



Amendments are intended to be minor changes to the company name or address, and we appreciate updates to contact information. If the requested changes result from alterations to the corporate structure of the registrant, you should e-mail an explanation of the circumstances to REGISTER@dot.gov for determination of the appropriateness of the requested amendment.

## IDENTIFYING INFORMATION

2. and 3. ***Company Name and Address of Registrant:*** Enter your company name and the mailing address of the principal place of business. If your ***physical address*** is different from the mailing address, supply the physical address in the indicated places. If your mailing address is a P.O. Box, you must supply a physical address. If your company is operating under a "Doing Business As" (DBA) name, you may use whichever of the names is most appropriate for your business. Correspondence will be mailed to the mailing address entered here.

4. ***Registrant's USDOT Number, MC/MX Number, or Railroad Alphabetic Code:*** If you have any of these identifiers, enter them. Otherwise, leave these spaces blank. The USDOT number or MC/MX number may be verified or obtained at the Federal Motor Carrier Safety Administration's Web site at http://safer.fmcsa.dot.gov/. Do not enter a PHMSA Registration number as the USDOT number.

5. ***Mode(s) Used to Transport Hazardous Materials:*** Check all the ways you moved hazardous materials during the calendar year ending last December. If you are a carrier, mark only the mode(s) you used to transport hazardous materials. If you are a shipper or other offeror, check all modes used to transport shipments offered by your company.

## REGISTRATION FEES AND PAYMENT

6. ***Business Category:***

   **a. NAICS Code:** Enter the six-digit North American Industry Classification System (NAICS) code that best describes the primary business activity (industry group) of your company. A complete list of the codes as revised in 2012 and a search engine are provided at the Bureau of the Census Web site at http://www.census.gov/eos/www/naics/.

   **b. SBA Size:** Indicate whether your company meets the U.S. Small Business Administration's size standard for a small business for the appropriate industry group. The definition of a small business and other available sources of information are on pages 2 and 3. If you are registering for a previous registration period, you must use your current business size. ***The SBA size must be indicated for the application to be processed for years after 1999-2000.***

   **c. Not-for-Profit Organization:** Indicate whether you are a not-for-profit organization. A not-for-profit organization is an organization exempt from taxation under 26 U.S.C. 501(a), which exempts organizations described in subsection (c) or (d), unless the exemption is denied under sections 502 or 503.

7. ***Registration Period:*** Fill in the appropriate years for the beginning and ending dates of the registration period for which you are registering.

The current one-year period is from July 1, 2014, through June 30, 2015; a two-year period is from July 1, 2014, through June 30, 2016; and a three-year period is from July 1, 2014, through June 30, 2017. Multi-year periods for two or three years are accepted only for years since 2000-2001. ***The Registration Period must be indicated for the application to be processed.***

8. ***Registration Fees:*** The fee due for this registration is determined from the Business Category and the Registration Period. See the Registration Fee Table on page 7 for a complete list of all possible registration periods and business categories. The fee structure has been modified several times since the beginning of the program. The fees for year 2014-2015 will return to the previously established levels of $250 (plus a $25 processing fee for each registration form submitted) for small businesses and not-for-profit organizations, and $2,575 (plus a $25 processing fee for each registration form submitted) for all others. Please refer to the fee table on page 7 of the brochure for multi-year registration fees.

   If you are registering by mail, enter the amount due for this particular statement in the place provided for "Total Amount Due for this Registration." If you are paying by credit/debit card, this is the amount you are authorizing us to charge to your account.

   **If your payment is less than the amount due for the registration period and the business category indicated, the registration will not be processed until full payment has been made. Please check the Registration Fee Table carefully for the appropriate fee.**

   If you are registering on-line, the amount due will automatically display according to the registration period and business category indicated.

   Registration and full fee payment are required of any person engaging in any of the specified activities at any time during the registration year. The Fee is not prorated for registrations submitted after July 1.

***Payment Options:***

a. ***On-Line:*** Pay by VISA, MasterCard, American Express, or Discover by supplying the credit/debit card payment information on the payment page. You may use a debit card for this payment *only* ***if your debit card displays a VISA or MasterCard logo.***

   Or pay by electrontic check (ACH) by supplying the necessary bank account information on the payment page. If you have limited ACH payments from your account to specified vendors, be sure that you have authorized the U.S. Department of Transportation, Pipeline and Hazardous Materials Safety Administration to make withdrawals.

b. **By Mail:** Enclose a check or money order, identified as Hazmat Registration Fee, and drawn on a U.S. bank in U.S. funds, payable to "U.S. Department of Transportation." You may submit one check in payment for multiple registration statements. If you send a single check for multiple registration statements, please enter the amount due for each particular registration statment in the appropriate place on the registration statement. Be sure to send the payment with the statement. **Statements without payments and checks unaccompanied by statements will be returned to you unprocessed and will delay your registration.**

## HAZARDOUS MATERIALS ACTIVITIES

9. ***Prior-Year Survey Information:*** Use this part of the form to record your hazardous materials activities during the calendar year ending last December 31. Even if you engaged in none of the hazardous materials activities described here last year, if you intend to do so this year, you must register and pay the appropriate fee (mark category G). The survey lists the categories of hazardous materials activities that require registration. Mark each category that your company engaged in during the last completed calendar year. Shipments of materials included in Categories A, B, C, D, or E should not be included in Category F, even though in most instances such shipments require placarding. If your only activity is shipping or carrying hazardous materials in quantities that require placarding that are not included in Categories A through E, mark only Category F. Activity in Category F requires registration only beginning with registration year 2000-2001. If you are registering for a year prior to 2000-2001, you do not need to mark Category F, even if you engaged in that activity during the applicable preceding calendar year.

   For each of the categories A, B, C, D, E, or F that you marked, also indicate whether you handled the hazardous materials as a Shipper, Carrier, or Other. Check as many as apply. "Other" should be marked by persons other than the shipper or carrier that perform or are responsible for performing any of the *pre-transportation functions* required by the HMR. This includes freight forwarders, agents, freight consolidators, etc.

   Below the categories of activities there is a list of the U.S. states and territories. Select the abbreviation for each state or territory in which you engaged in any of the six categories of activities. If you checked "carrier," check or circle all states in which you operated as a carrier of any category of hazardous material. If you indicated "shipper" or "other," check or circle only those states from which you offered hazardous materials, you need not indicate states to which or through which the materials were transported. Registrants operating in all of the "lower 48" states may indicate "48 Contiguous States." (This excludes Alaska, Hawaii, the District of

Columbia, and the five U.S. territories, which must be indicated individually, if appropriate.)

10. **Certification of Information:** Your signature on a paper form, or entering your name, phone number, and e-mail address on the on-line form, certifies that the information on this form is true, accurate, and complete. **Be advised** that false statements may ***violate federal law*** (18 U.S.C. 1001). Complete this part of the paper form with the signer's name, telephone number, e-mail address, and the date the certification is signed. The individual who signs this certification should be an appropriate representative of the registrant. Correspondence regarding registration, including next year's form and instructions, will be addressed to this individual. The e-mail address will be used only for purposes directly related to PHMSA's hazardous materials safety programs, including the registration program.



## SOURCES OF INFORMATION

- ***Questions about the Hazardous Materials Regulations including Registration:*** (800)467-4922 or e-mail INFOCNTR@dot.gov
- ***Status of Registration Application:*** (800)942-6990 or (202)366-4109
- ***Registration Internet Page (additional information, brochure and form, links to on-line registration and other resources):*** http://phmsa.dot.gov/hazmat/registration
- ***Internet Registration Assistance:*** (202)366-4109
- ***Questions about the SBA Size Standards:*** Use the links to SBA at http://phmsa.dot.gov/hazmat/registration.
- ***NAICS Code Look-Up at the U.S. Bureau of the Census:*** http://www.census.gov/eos/www/naics/
- ***To Verify or Apply for a USDOT or MC/MX Number:*** http://safer.fmcsa.dot.gov/
- ***Information on the Hazardous Materials Grants Program:*** http://phmsa.dot.gov/hazmat/grants
- ***Office of Hazardous Materials Web site:*** http://phmsa.dot.gov/hazmat
- ***Hazardous Materials Security Plans:*** Companies that are required to register may also be required to have written security plans. Visit the Hazmat Security Web site at http://phmsa.dot.gov/hazmat/security
- ***FMCSA Hazardous Materials Safety Permits and State Registrations/Permits:*** Some companies that are required to register are also required to obtain a Safety Permit from the FMCSA. A brochure can be printed from their Web site at http://www.fmcsa.dot.gov/documents/hazmat/hm-brochure.pdf. Many states also have registration or permitting requirements that must be complied with.
- ***Privacy Policy:*** Information collected through the Hazardous Materials Registration Program will be handled in accordance with the U.S. Department of Transportation's Privacy Policy, available at http:// www.dot.gov/privacy.html

## Registration Fee Table

One, two, or three year periods of registration are permitted for years beginning July 1, 2000, and later. The fees for all possible registration periods and business types are listed in this table. All fees include the appropriate processing fee.

Not-for-profit Organizations:

- Beginning with the 2003-2004 registration year, all not-for-profit organizations pay the same fee as a small business, regardless of the size of the organization.
- For the 2000-2001, 2001-2002, and 2002-2003 registration years, the amount of the fee for a not-for-profit organization depends on the business size. For registration periods including these years, use the columns headed "Small Business Non-Profit" or "Not-Small Business Non-Profit".

| Registration Period | Business Categories | | | | |
|---|---|---|---|---|---|
| | Small Business | All Non-Profit | Small Business Non-Profit | Not-Small Business | Not-Small Business Non-Profit |
| 2014-2015 (1 year) | $275 | $275 | - | $2,600 | - |
| 2014-2016 (2 years) | $525 | $525 | - | $5,175 | - |
| 2014-2017 (3 years) | $775 | $775 | - | $7,750 | - |
| | | | | | |
| 2013-2014 (1 year) | $150 | $150 | - | $1,325 | - |
| 2013-2015 (2 years) | $400 | $400 | - | $3,900 | - |
| 2013-2016 (3 years) | $650 | $650 | - | $6,475 | - |
| | | | | | |
| 2012-2013 (1 year) | $275 | $275 | - | $2,600 | - |
| 2012-2014 (2 years) | $400 | $400 | - | $3,900 | - |
| 2012-2015 (3 years) | $650 | $650 | - | $6,475 | - |
| | | | | | |
| 2011-2012 (1 year) | $275 | $275 | - | $2,600 | - |
| 2011-2013 (2 years) | $525 | $525 | - | $5,175 | - |
| 2011-2014 (3 years) | $650 | $650 | - | $6,475 | - |
| | | | | | |
| 2010-2011 (1 year) | $275 | $275 | - | $2,600 | - |
| 2010-2012 (2 years) | $525 | $525 | - | $5,175 | - |
| 2010-2013 (3 years) | $775 | $775 | - | $7,750 | - |
| | | | | | |
| 2009-2010 (1 year) | $275 | $275 | - | $1,000 | - |
| 2009-2011 (2 years) | $525 | $525 | - | $3,575 | - |
| 2009-2012 (3 years) | $775 | $775 | - | $6,150 | - |
| | | | | | |
| 2008-2009 (1 year) | $275 | $275 | - | $1,000 | - |
| 2008-2010 (2 years) | $525 | $525 | - | $1,975 | - |
| 2008-2011 (3 years) | $775 | $775 | - | $4,550 | - |
| | | | | | |
| 2007-2008 (1 year) | $275 | $275 | - | $1,000 | - |
| 2007-2009 (2 years) | $525 | $525 | - | $1,975 | - |
| 2007-2010 (3 years) | $775 | $775 | - | $2,950 | - |
| | | | | | |
| 2006-2007 (1 year) | $275 | $275 | - | $1,000 | - |
| 2006-2008 (2 years) | $525 | $525 | - | $1,975 | - |
| 2006-2009 (3 years) | $775 | $775 | - | $2,950 | - |
| | | | | | |
| 2005-2006 (1 year) | $150 | $150 | - | $300 | - |
| 2005-2007 (2 years) | $400 | $400 | - | $1,275 | - |
| 2005-2008 (3 years) | $650 | $650 | - | $2,250 | - |
| | | | | | |
| 2004-2005 (1 year) | $150 | $150 | - | $300 | - |
| 2004-2006 (2 years) | $275 | $275 | - | $575 | - |
| 2004-2007 (3 years) | $525 | $525 | - | $1,550 | - |
| | | | | | |
| 2003-2004 (1year) | $150 | $150 | - | $300 | - |
| 2003-2005 (2 years) | $275 | $275 | - | $575 | - |
| 2003-2006 (3 years) | $400 | $400 | - | $850 | - |
| | | | | | |
| 2002-2003 (1year) | $300 | - | $300 | $2,000 | $2,000 |
| 2002-2004 (2years) | $425 | - | $425 | $2,275 | $2,125 |
| 2002-2005 (3 years) | $550 | - | $550 | $2,550 | $2,250 |
| | | | | | |
| 2001-2002 (1 year) | $300 | - | $300 | $2,000 | $2,000 |
| 2001-2003 (2 years) | $575 | - | $575 | $3,975 | $3,975 |
| 2001-2004 (3 years) | $700 | - | $700 | $4,250 | $4,100 |
| | | | | | |
| 2000-2001 (1 year) | $300 | - | $300 | $2,000 | $2,000 |
| 2000-2002 (2 years) | $575 | - | $575 | $3,975 | $3,975 |
| 2000-2003 (3 years) | $850 | - | $850 | $5,950 | $5,950 |
| | | | | | |
| 1992-1993 through1999-2000 the annual fee is $300 for all registrants. | | | | | |

U.S. Department
of Transportation

**Pipeline and
Hazardous Materials
Safety Administration**

Hazardous Materials Registration Program
PHH-50 E23-405
1200 New Jersey Avenue, SE
East Building, 2nd Floor
Washington, DC 20590-0001

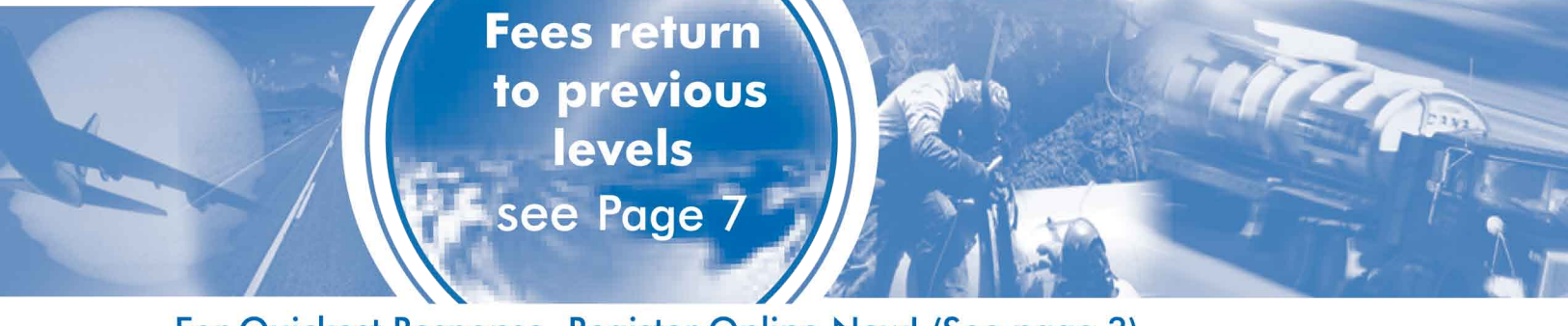
SafeTravel
SAFETY TIPS FOR TRAVELERS
HTTP://SAFETRAVEL.DOT.GOV

GOT A
HAZMAT
QUESTION?
http://hazmat.dot.gov
INFO-LINE
1-800-467-4922

If you offer or transport hazmat in commerce,
you may be required to register with USDOT
**Hazardous Materials Registration Program**

Registration Year 2014-2015 Instructions and Form

# HAZMAT REGISTRATION




For Quickest Response, Register Online Now! (See page 3)

 Exempted from Paperwork Reduction Act by 49 U.S.C. 5108(i)

U.S. Department of Transportation
Pipeline and Hazardous Materials Safety Administration

# Hazardous Materials Registration Statement

(Please type or print all responses)

**1. Type of Registration**

☐ Initial Registration ☐ Renewal of Registration ☐ Amendment to Registration

**Current Registration #** ☐☐☐☐☐☐☐☐☐☐☐☐☐☐

**2. Registrant** _____
(Company Name)

**3. Mailing Address of Principal Place of Business** **Physical Address** (if different)

Street_____ Street_____

City_____ County_____ City_____ County_____

State_____ Zip Code_____ Country_____ State_____ Zip Code_____ Country_____

**4. Registrant's USDOT Number, MC/MX Number, or Railroad Alphabetic Code (if applicable)**

USDOT#_____ MC/MX #_____Railroad Alphabetic Code _____

**5. Mode(s) Used to Transport Hazardous Materials** ☐ Highway ☐ Rail ☐ Water ☐ Air

**6. Business Category** (determined by answering a through c below)

a) North American Industry Classification System (NAICS) Code for Primary Business Activity ☐☐☐☐☐☐

b) Using SBA size standard for the NAICS Code entered above (mark one)

☐ Small Business as defined by SBA ☐ Not a SBA Small Business

c) Not-for-Profit Organization under 26 U.S.C. 501(a) ☐ Yes ☐ No

**7. Registration Period** **From July 1, 20_____, To June 30, 20_____**

**8. Registration Fees**

See Table of Fees on page 6. All fees include the appropriate processing fee.

Total Amount Due for this Registration_____

Make check or money order in U.S. funds, drawn on a U.S. bank, and payable to "U.S. Department of Transportation," and identified as payment of the "Hazmat Registration Fee."

**Method of Payment** (check one)

For debit card payments, see "Payment Options," page 5.

☐ Check ☐ Money Order ☐ Visa ☐ MasterCard ☐ American Express ☐ Discover

**Credit/Debit Card Users Please Provide the Following Information**

Card Number ☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐ Expiration Date ☐☐ ☐☐
MO YR

Name as it appears on the card_____

Authorized Signature_____

Card statement will list payment as "US DOT Hazmat Regis."

 THIS FORM MAY BE REPRODUCED.

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**9. Prior-Year Survey Information.** Mark all categories and activities engaged in during the previous calendar year (e.g., 2013 for the 2014-2015 Registration Year) and the state(s) in which you operated (see instructions).

| Category | Activity<br>Offered or transported in commerce; | Mark all that apply "X" | | |
|---|---|---|---|---|
| | | Shipper | Carrier | Other (Freight Forwarder, Agent, etc.) |
| A ☐ | a highway route controlled quantity of a Class 7 (radioactive) material. | | | |
| B ☐ | more than 25 kilograms (55 pounds) of a Division 1.1, 1.2, or 1.3 (explosive) material in a motor vehicle, rail car, or freight container. | | | |
| C ☐ | more than 1 liter (1.06 quarts) per package of a material extremely toxic by inhalation (materials poisonous by inhalation that meet one of the defining criteria for Hazard Zone A). | | | |
| D ☐ | a hazardous material (including hazardous wastes) in a bulk packaging (see 49 CFR 171.8) having a capacity equal to or greater than 13,248 liters (3,500 gallons) for liquids or gases or more than 13.24 cubic meters (468 cubic feet) for solids. | | | |
| E ☐ | a shipment, in other than a bulk packaging, of 2,268 kilograms (5,000 pounds) gross weight or more of one class of hazardous material (including hazardous wastes) for which placarding of a vehicle, rail car, or freight container is required. | | | |
| F ☐ | a shipment of a quantity of hazardous material (including hazardous wastes) that requires placarding of the bulk packaging, freight container, unit load device, transport vehicle, or rail car, other than those included in A through E above. Activities performed by farmers are generally excepted. See 49 CFR 107.601(b) | | | |

G ☐ Did not engage in any of the activities listed in A through F during the previous calendar year.

Select States in which any of the above were engaged in during the past calendar year (see instructions).

| | | | | | | | | | | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| AL | AR | AZ | CA | CO | CT | DE | FL | GA | ID | IL | IN | IA | KS | KY | LA | MA | MD | ME | MI | MN |
| MO | MS | MT | NC | ND | NE | NH | NJ | NM | NV | NY | OH | OK | OR | PA | RI | SC | SD | TN | TX | UT |
| | VT | VA | WA | WV | WI | WY | 48 Contiguous States | | | | | AK | AS | DC | GU | HI | MP | PR | VI | |

**10. Certification of Information.** I certify that, to the best of my knowledge, the above information is true, accurate, and complete.

Certifier's Name _____ Phone ( _____ ) _____ - _____
(Print clearly)

E-mail _____

Certifier's Signature _____ Date _____

FALSE STATEMENTS MAY VIOLATE FEDERAL LAW (18 U.S.C. 1001).

| **MAIL COMPLETED FORM WITH PAYMENT TO:** | U.S. Department of Transportation<br>Hazardous Materials Registration<br>PO Box 530273<br>Atlanta, GA 30353-0273 |
|---|---|

Please retain a copy of this form for your records.

**Notice to Customers Making Payment by Check**

If you send us a check, it will be converted into an electronic funds transfer (EFT). This means we will copy your check and use the account information on it to electronically debit your account for the amount of the check. The debit from your account will usually occur within 24 hours, and will be shown on your regular account statement.

You will not receive your original check back. We will destroy your original check, but we will keep the copy of it. If the EFT cannot be processed for technical reasons, you authorize us to process the copy in place of your original check. If the EFT cannot be completed because of insufficient funds, we may try to make the transfer up to 2 times.