



# Route Inspection Application

## Information and Instructions

Texas Department  
of Motor Vehicles

### You must apply for a Route Inspection if one or more of the following conditions exists:

- The loaded width exceeds 20 feet at the widest points
- The loaded height exceeds 18 feet 11 inches from the roadbed to the highest point
- The loaded length exceeds 125 feet including the truck and trailer

### Instructions for completing the Route Inspection process

#### Submittal Options:

- Applicant may submit request by fax to the Motor Carrier Division (MCD), on Form MCD-306a, to 512/465-4254, or may enter information into the Texas Permitting and Routing Optimization System (TxPROS). (See TxPROS process below.)

#### Application Requirements:

- Please submit Route Inspection Applications 3-5 days in advance to the requested movement date.
- State exact dimensions and weight of the commodity loaded, including truck and trailer.
- State specific state-maintained highway intersections for beginning and ending junctions.
- Provide a valid payment method: American Express, Discover, Mastercard, or Visa. *A service charge of 25 cents per permit plus 2.25 percent of the total fee amount will be added to all credit card transactions.*
- Loads exceeding 200,000 pounds must provide a **Shipper's Certificate of Weight (Form 2280)**. Texas Transportation Code, Section 623.274, and Texas Administrative Code, Title 43, Chapter 219, Subchapter F, state that for a shipper's certificate of weight to be valid, the shipper must certify the weights and deliver a shipper's certificate of weight to the motor carrier before the carrier applies for an overweight permit. **Note:** Companies moving their own construction equipment must also complete a Shipper's Certificate of Weight (Form 2280) to be submitted with Form MCD-306a.
- A company representative must physically inspect the proposed route to ensure the safety of the load, traveling public, and the state infrastructure. A company representative must sign and date the route inspection proposal after the route has been physically inspected.

#### TxPROS Process:

- Applicant may enter information into TxPROS at TxPROS.TxDMV.gov.
- If route is acceptable, sign and fax the route inspection to 512/465-4254 or email to MCD\_Permit-Route-Inspection@TxDMV.gov and wait for approval. Applicant will be notified that the route inspection is approved and may issue permit.
- If route is not acceptable, check the "I have a problem with the route" box for assistance. Once a TxDMV-assisted route is accepted by applicant, sign and fax the route inspection to 512/465-4254 or email to MCD\_Permit-Route-Inspection@TxDMV.gov and wait for approval. Applicant will be notified that the route inspection is approved and may issue permit.

#### Motor Carrier Division Responsibilities:

- MCD will select a tentative route. Please allow enough time for the route inspection process to be properly completed.
- MCD will contact the carrier if the application is incomplete. If contact cannot be made, applicant will receive a rejection notice from MCD.
- MCD will send a copy of the issued permit to the appropriate districts.

To inquire about your application statutes, email MCD\_Permit-Route-Inspection@TxDMV.gov or call 800/299-1700, options 2-2-2.

**Note: Incomplete application will not be processed and will be returned and/or deleted.**



# Route Inspection Application

Phone: (800) 299-1700

Fax: (512) 465-4254

**Incomplete Applications Will Not Be Processed**

Permit/Wire Service (if applicable)		
Permit/Wire Service Name	Contact Person	
Phone Number	Email Address	Fax Number

Company Information			
Company Name	Customer Account Number	Contact Person for Carrier	
Mailing Address	City	State	Zip
Carrier Phone Number	Fax Number	Email Address	
I attest to having one of the following:			
<input type="checkbox"/> USDOT Number <b>Number</b> _____			
<input type="checkbox"/> Current Texas Surety Bond on file with TxDMV (Bond option only available if not required to have a USDOT Number)			

Payment		
MasterCard, Visa, Discover or American Express*		
<b>Account Number</b>	<b>Credit Card Expiration Date</b>	*A service charge of 25 cents per permit plus 2.25 percent of the total fee amount will be added to all credit card transactions.
_____	___ / ___	

Load and Vehicle Information			
Load Description	CSJ Contract # (if applicable)		
Maximum Width	Maximum Height	Maximum Length	Gross Weight
Front Overhang	Rear Overhang	Ground Clearance	
Truck Unit Number	Truck Year and Make	VIN	License Plate Number State
<b>Note: If the truck has a temporary permit (registration), provide the following information:</b>			
Temporary Permit Number		Expiration Date	Issuing State

The Texas Department of Motor Vehicles maintains the information collected through this form. With few exceptions, you are entitled on request to be informed about the information that we collect about you. Under Sections 552.021 and 552.023 of the Government Code, you also are entitled to receive and review this information. Under Section 559.004 of the Government Code, you are also entitled to have us correct erroneous information.



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# Route Inspection Application cont.

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Weight Information														
	1	2	3	4	5	6	7	8	9	10	11	12	13	14
Axle Spacing (Feet Only)														
Weights (x 1000)														
Number of Tires														
Tire Tread Width														
	15	16	17	18	19	20	21	22	23	24	25	26	27	28
Axle Spacing (Feet Only)														
Weights (x 1000)														
Number of Tires														
Tire Tread Width														

Route Information	
Starting City and Junction	Ending City and Junction
Route	
Requested Start Date	To Be Completed By Date

For more information about the Route Inspection process, visit our website at [www.TxDMV.gov](http://www.TxDMV.gov). For comments concerning the application process contact (800) 299-1700 or email [MCD\\_SizeWeight@TxDMV.gov](mailto:MCD_SizeWeight@TxDMV.gov).

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