



# South Carolina Department of Motor Vehicles MOTOR CARRIER WEB ENTRY ACCESS APPLICATION

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Access to the SCDMV web entry applications for gaining access to IRP/IFTA systems will be restricted for the use of the carrier and/or the permitting agency personnel in performing their duties as an employee of the carrier/permitting agency in legally registering vehicles for the IRP/IFTA account(s) listed above. In order to process transactions the account must have no outstanding liabilities, Non Sufficient Funds, Out of Service Order and no revocations/suspensions. Power of Attorney (MC-25) must be on file if someone other than the account holder is processing the application.

The following is a list of transactions that carrier/service provider will be able to perform using the International Registration Plan (IRP) and International Fuel Tax Agreement (IFTA) self-service entry application:

- a. Renew International Fuel Tax Agreement (IFTA) license (3<sup>rd</sup> quarter must be filed prior to renewing; TIN and name changes are not allowed; SCDMV will mail IFTA decals/license)
- b. File quarterly IFTA fuel tax returns
- c. File IFTA amendments
- d. Request additional fuel decals (decals will be mailed by SCDMV)
- e. Duplicate IFTA license
- f. Renew annual IRP interstate vehicle registration only on renewable vehicles (allows you to obtain an IRP invoice and pay. You must upload the HVUT 2290 before credentials are received.)
- g. Duplicate Cab Card
- h. Delete vehicle
- i. Amend vehicle without fee; change unit number only
- j. Replace plate (complete SCDMV Form 452; DMV will mail plate/cab card)

## **MOTOR CARRIER IRP/IFTA ACCOUNT HOLDER INFORMATION**

IRP/IFTA ACCOUNT NUMBER \_\_\_\_\_

IRP/IFTA ACCOUNT NAME \_\_\_\_\_

PHYSICAL ADDRESS \_\_\_\_\_

CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP CODE \_\_\_\_\_

IRP/IFTA CONTACT NAME \_\_\_\_\_

CONTACT TELEPHONE NUMBER \_\_\_\_\_

CONTACT E-MAIL ADDRESS \_\_\_\_\_

**Carrier's Designated Permitting Agency/Acting Agent Information – complete only when utilizing Permitting Agency:** Carrier authorizes the following Permitting Agency /acting agent/employee(s) to perform transactions for the following specified IRP/IFTA account listed above.

PERMITTING AGENT SCDMV CUSTOMER NUMBER \_\_\_\_\_

PERMITTING AGENT NAME \_\_\_\_\_

PERMITTING AGENT ADDRESS \_\_\_\_\_

CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP CODE \_\_\_\_\_

PERMITTING AGENCY CONTACT NAME \_\_\_\_\_

CONTACT TELEPHONE NUMBER \_\_\_\_\_

CONTACT E-MAIL ADDRESS \_\_\_\_\_



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Name of Individual Using System (print clearly)	Employee of Carrier  (Check appropriate box)	Employee of Service Provider	E-mail Address
_____	<input type="checkbox"/>	<input type="checkbox"/>	_____
_____	<input type="checkbox"/>	<input type="checkbox"/>	_____
_____	<input type="checkbox"/>	<input type="checkbox"/>	_____
_____	<input type="checkbox"/>	<input type="checkbox"/>	_____

The carrier/permitting agent will provide SCDMV with the required information to authorize carrier/permitting agent's employee(s) access to the IRP/IFTA system.

The carrier/permitting agent will notify SCDMV immediately when a carrier/permitting agent's employee has left the company or service bureau, and that the carrier/permitting agent employees access should be deleted.

The carrier/permitting agent signing this application understands that improper use or release of the data information contained on the SCDMV web entry applications will result in loss of SCDMV web entry applications access as well as possible civil and criminal penalties under both state and federal laws.

The carrier/permitting agent will indemnify, save, and hold SCDMV, its' agents, and employees harmless from any claims or causes of action, including attorney's fees incurred by SCDMV, arising from the performance of this application by the carrier/permitting agent or the carrier/permitting agent's employee(s). This clause will not be construed to bar any legal remedies the carrier/permitting agent may have for SCDMV's failure to fulfill its obligations under this application.

SCDMV, the carrier, or the carrier's permitting agent may terminate this application at any time, with or without cause upon written notice to the other parties, which will result in the termination of carrier/permitting agent access to the SCDMV web entry application.

This application shall be deemed an agreement and will also be deemed complete with the parties bound upon the completed signatures of all the parties to it.

The carrier/permitting agent will comply with the federal Driver's Privacy Protection Act, 18 USC Sec. 2721 et seq., the South Carolina Family Privacy Protection Act, S.C. Code Ann. Sec. 30-2-10 et seq., and any other applicable state or federal law respecting the privacy of driver information.



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**1. CARRIER**

(The carrier certifies that the appropriate person(s) has executed the application on behalf of the carrier as required by applicable articles, bylaws, resolutions, or ordinances).

**2. PERMITTING AGENT**

(The permitting agent certifies that the appropriate person(s) has executed the application on behalf of the permitting agent as required by applicable articles, bylaws, resolutions or ordinances.)

By: \_\_\_\_\_  
Carrier Signature

By: \_\_\_\_\_  
Permitting Agent Signature

Name: \_\_\_\_\_  
Print Name

Name: \_\_\_\_\_  
Print Name

Title: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

**3. SCDMV**

By: \_\_\_\_\_  
SCDMV Authorized Personnel

Title: \_\_\_\_\_

Date: \_\_\_\_\_

**Return this form to SCDMV, Motor Carrier Services, P.O. Box 1498, Blythewood, South Carolina 29016**