

INSTRUCTIONS

1. List applicant name, business name, and basic carrier information.
2. Is the Applicant filing as a sole proprietor, partnership, or corporation? Names of partners must be listed if the applicant is a partnership. If applicant is a corporation, the corporate officers must be listed.
3. Has the Applicant previously held a Certificate of Public Convenience or Necessity from the Montanan Public Service Commission (PSC)? If so, list the number.
4. Montana law defines Class A, Class B, Class C and Class D carriers. The basic distinctions are as follows:

Class A – Regular scheduled route; rates and time schedules regulated by the PSC.
(Example: an intercity bus company)

Class B – Indefinite route; rates regulated by the PSC. (Example: taxi, limousines (*note: limousines are not rate regulated*), shuttle bus service, household goods carriers)

Class C – Contract carrier; maximum of six contracts at any one time, minimum of 180 day term per contract; rates negotiated between carrier and shipper. (Example a company transporting passengers under contract with one or two shippers only – ABC Company transporting skiers under contract with the XYZ Ski Hill.)

Class D – Waste or garbage transporters. **Recyclables, waste tires, and oilfield wastes are not regulated by the PSC.**

5. What does the Applicant intend to transport? A separate application must be filed for each type of Commodity (passengers, household goods, or garbage).
6. Where does the Applicant intend to transport? Suggested language:

“within the city of _____ and a _____ mile radius thereof”

“between all points and places within _____ County(s)”

“between all points and places within the State of Montana”

“from points in _____ County(s) to all points in Montana”, etc.

Add any desired limitations to the area. (Example: origination or destination points, size of vehicles, specific shippers, etc.)

Areas of service must be supported by affidavits from shippers. If the Applicant seeks service in multiple counties, actual shipper affidavits must support the proposed service area.

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7. Applications for Class C authority must be accompanied by an executed contract or contracts between Applicant and shippers.

The contract must include but is not limited to the following:

- a. The names and addresses of any person, corporation, or other legal entity that is a party to the contract.
 - b. A description of the transportation movement contemplated by the contract.
 - c. A description of the commodities to be moved under the contract and/or a statement that the contract is for the transportation of persons.
 - d. The term of the contract (not less than 180 days and commencing no earlier than the date of issuance of operating authority from the PSC).
 - e. The rates and charges negotiated between the motor carrier and the shipper for the proposed transportation services.
8. Why is the Applicant filing for authority? What conditions exist which constitute public need for the new permit.
 9. What equipment will be used in providing the service? If the Applicant intends to lease equipment or purchase equipment at a later date, please indicate the equipment intended for operations.
 10. Class A carriers must list the scheduled routes and times of service.
 11. What rates and charges will be assessed? (A formal tariff filing is required upon the PSC's grant of authority.)
 12. Indicate the areas of service.
 13. Applicant must complete the financial balance sheet. One of the criteria for certificates is that of financial fitness.
 14. Will the Applicant comply with Montana law?
 15. **The filing of the application does not constitute operating authority.**
 16. Enclose the application fee, **Five Hundred Dollars (\$500.00)**, regardless of the number of counties applied for. **Additionally, the cost of publication of the Notice of Application in the legal section of newspapers in the area of the application will be the Applicant's responsibility. If the application does not go to public hearing, \$300.00 of the application fee will be refunded. Applicant will be contacted for necessary Tax ID Number or Social Security Number information at that time.**
- Note: The application fee is based upon PSC noticing costs. **Areas of proposed service must be supported by shipper affidavits.**
17. The PSC may grant, deny, or amend the application based upon the record.

Be sure that the applicant has signed the application and that the signature is notarized. Affidavits from supporting shippers (those who arrange for and/or pay for the transportation) must accompany the application.