

## ***IRP Applicants***

Oregon Motor Carrier Transportation Division is making changes to how International Registration Applications are processed.

### ***Interstate operators must complete the following forms:***

1. Oregon Application for IRP and/or IFTA Form – Schedule A
2. Oregon IRP Mileage Form – Schedule B.
3. Apportioned Registration Form – Schedule C
4. International Requirements Form (*New Form*)



#### **INTERNATIONAL REGISTRATION PLAN (IRP) REQUIREMENTS**

##### **TO BE COMPLETED BY EACH NEW IRP REGISTRANT**

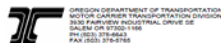
UNIT ACCOUNT NUMBER	FLEET NUMBER(S)	REGISTRANT LEGAL NAME	OWNERS BUSINESS AS
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To be eligible for vehicle registration under the International Registration Plan (IRP), the registrant must comply with all requirements of the Plan, including those listed below. The Plan may be viewed at [www.irponline.org](http://www.irponline.org).

### ***To Qualify for Basing in Oregon you must have:***

1. Established Place of Business in Oregon, or
2. Reside in Oregon and have an Oregon driver's license.

For Residency you will need to submit Proof of Residency – Schedule R



#### **PROOF OF RESIDENCY - SCHEDULE "R"**

UNIT ACCOUNT NUMBER	NAME OF APPLICANT	DATE
STREET ADDRESS		
LOCATION ADDRESS FOR RESIDENCY VERIFICATION		
STATE		ZIP

This form is required when the Applicant does not have an "Established Place of Business" in Oregon or any other International Registration Plan (IRP) jurisdiction, and/or is applying as an Oregon resident in order to register commercial vehicles in Oregon.

"Established Place of Business" means a physical structure located within the Base Jurisdiction that is owned or leased by the Applicant. This physical structure shall be open for business and shall be staffed during regular business hours by one or more persons employed by the Applicant or Registrant on a permanent basis (i.e., not an agent) for the purpose of the general management of the Applicant's or Registrant's trucking-related business.

- If the Applicant is an individual, complete SECTION 1, select and provide two (2) items from Section 3.
- If the Applicant is a Corporation, LLC, LLP, etc., complete SECTION 2, select and provide one (1) item from SECTION 3.

### ***Processing Changes:***

- Registration staff will be verifying Business Location Addresses or Residency complies with IRP Basing Requirements.
  - International Registration Plan, Section 305 (Basing) <https://www.irponline.org/page/theplan>
- Allow up to 4 business days for staff to process new IRP fleets.