

Information About Tariffs for Intrastate Household Goods Movers

Oregon Department of Transportation • Motor Carrier Transportation Division

THE TARIFF

All holders of certificated authority to transport household goods within Oregon are required to publish and abide by the rules and rates covered in a tariff that has been approved by ODOT. Your application for authority to transport household goods within Oregon will not be approved until you have an approved tariff filed with ODOT.

A “**tariff**”, in its simplest form, is a written document that describes what services your moving company offers and what the prices are that you charge your customers for those services.

The form and content of an approved tariff is governed by Statute and Administrative Rule. The minimum standards related to the form and content of a tariff can be found in Oregon Administrative Rule (OAR) 740, Division 50. This information is available, on-line on the internet, at http://arcweb.sos.state.or.us/rules/OARS_700/OAR_740/740_050.html. All tariffs related to the transportation of household goods shall contain the information specified in OAR 740-050-0230. An acceptable tariff must include at least these minimum standards. As many of these rules also apply to passenger transportation tariffs, please read them carefully to determine which rules apply to a household goods tariff.

You can satisfy the tariff filing requirements in any of three ways:

1. Become a party to an existing published rate tariff.
2. Have a tariff bureau or publishing agent publish an individual tariff specific to your operations.
3. Submit your own tariff to ODOT, assuring it meets the minimum form and content requirements set out in Oregon Administrative Rules.

For-hire carriers may authorize tariff bureaus whose rules of procedure have been approved by the Department to file petitions and publish tariffs in their behalf and to represent their interests before the Department.

Choosing to participate in an existing tariff and abide by the rates and rules that have already been approved by ODOT (such as a general rates tariff managed by one of the approved tariff bureaus) is usually the fastest method to start operating. The submission of a power of attorney authorizing the tariff bureau to file rates and rules on your behalf, and a written statement from you certifying that you will abide by the rates and rules in your selected tariff will satisfy the tariff filing requirements. As an example, Oregon Moving & Storage Association (ORMSA) maintains a copy of their approved general rates tariff on-line. You can see this tariff at www.ORMSA.com.

If you choose instead to submit your own individual tariff, or propose rates or rules different from those already approved by ODOT, expect to provide supporting evidence with your application to justify your proposal(s). The review and analysis of petitions for new tariffs or a new tariff item may add from 2 to 6 weeks to the application and approval process.

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Two tariff bureaus have offices in Oregon:

Acceleration Transportation Rate Bureau, Inc. P O Box 19796 Portland, OR 97280-0796 (503) 598-7451	Oregon Moving & Storage Association 16303 NE Cameron Blvd. Portland, OR 97230 (503) 236-1183
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Applicants for authority to transport household goods must:

- (a) File two copies of a proposed tariff of rates, fares, charges, classifications, practices, privileges and rules, compiled in conformity with OAR 740-050-0020 to 740-050-0650, inclusive, and secure tariff approval; or
- (b) Designate a tariff publishing agent and file:
 - (A) Written power of attorney appointing such agent; or
 - (B) Confirming letter from such agent indicating that a tariff filing will be made on behalf of applicant when the department indicates that all other requirements for the requested authority have been satisfied.

Applicants designating tariff publishing agents will not be issued authority or certificate until such agent has established in its tariff the rates and charges or fares applicable to the proposed operation.

All supplements or amendments to original tariffs and reissues thereof must also be filed.

The Tariff Title Page

The title page of each tariff must include the following:

- At the top of the page, the Tariff Number (such as Tariff # 1)
- The name of the issuing carrier or agent
- A description of what type of tariff this is (i.e. covering local and mileage rates and rules)
- A description of the territory or points from, to, or between which the tariff applies, briefly stated.
- Date of issue on the lower left and date effective on the lower right hand of the page.
- Name, title and address of officer by whom tariff is issued on the lower part of the page.

(An example of a Title Page is included with the application packet.)

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All tariffs related to the transportation of household goods shall contain:

- (1) Table of contents or index: a full and complete statement, in alphabetical order, of the exact location where information under general headings will be found, specifying page or item numbers. If a tariff contains so small a volume of matter that the contents are plainly disclosed, the table of contents or index may be omitted.
- (2) Names of issuing carriers, including those for which joint agent acts under power of attorney and the names of carriers participating under concurrence, alphabetically arranged, or by proper reference describe the tariff containing these provisions. If there be not more than five participating carriers, their names may be shown on the title page. The form and number of power of attorney or concurrence to the tariff must be shown (see OAR 740-050-0060 and 740-050-0070).
- (3) Complete index, alphabetically arranged, of all commodities upon which commodity rates are named, showing page upon which such rates will be found, also item numbers.
- (4) Complete index, alphabetically arranged, of all commodities upon which exceptions to the classification are made, showing page upon which they are found, also item number.
- (5) Complete index, alphabetically or geographically arranged, of all points from and to which tariff rates or fares apply, showing the index numbers and/or item numbers under which rates or fares will be found.
- (6) An official list of all the points in connection with which the tariff applies.
- (7) The different routes via which tariff applies must be shown together with appropriate reference to application of rates or fares. When a tariff specifies routing, the rates or fares may not be applied via routes not specified.
- (8) Explanation of reference marks and technical abbreviations used in the tariff, except that a special provision applying to a particular rate or fare may be shown in connection with and on the same page with such rate or fare.
- (9) Such explanatory statement in clear and explicit terms regarding the general application of rates or fares and rules contained in the tariff as may be necessary to remove all doubt as to their proper application.
- (10) Complete description of all commodities upon which exception to the classification class ratings, rules or requirements are authorized showing item number, classification and other detail information.
- (11) Rules and regulations which govern the tariff, the title of each rule or regulation to be shown, or by proper reference describe the tariff containing such rules and regulations. Under this head all of the rules, regulations or conditions which in any way affect the rates or fares named in the tariff will be entered.

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(12) An explicit statement of the rates or fares, in cents or in dollars and cents together with the names of the points from, to or between which they apply, arranged in a simple and systematic manner, under proper index and item numbers. Tariffs shall be arranged in sections to separate different kinds of rates, fares or provisions. The sections must be consecutively numbered and differentiation among sections must be clear.

(13) Each tariff which contains class and/or commodity rates shall also contain a rule reading, "Whenever a class rate and a commodity rate are named between specified points, the lower of such rates is the lawful rate."

(14) Tariff publications or supplements thereto must indicate increases, reductions, changes made in existing rates, charges, rules, regulations or classifications, or the insertion of new material, by the use of uniform symbols. Clear explanation of the use of symbols must be made in the tariff.

(15) At the foot of the last page of a tariff or supplement the words "The End" or "Last Page" should be shown.

(16) The terms "all points," "in the vicinity of" or similar terms must not be used in any tariff for the purpose of indicating the points from, to or between which rates or fares named therein apply.

(17) Commodity rates must be specific and must not be applied to analogous articles.

A copy of the tariffs of carriers showing all rates, fares, classifications, charges, or rules and regulations affecting rates, classifications or charges shall be kept by every carrier readily accessible for inspection by the public at all reasonable times in every station or office of such carrier where property is received for transportation, when such station or office is in charge of an agent.

Agents shall be provided with facilities for tariffs in readily accessible form and shall be instructed and required to give information contained in such tariffs, to lend assistance to seekers for information therefrom and to accord inquirers opportunity to examine any of said tariffs, without requiring the inquirer to assign any reason for such desire.

You must be fit, willing, and able to provide moving services to all commercial zones, incorporated areas, territories, or geographic areas requested in your application and approved by ODOT. Your tariff must include rates and provisions for all requested areas.

For more information on tariff filings, please call (503) 378-6207 or write to: Oregon Department of Transportation, Motor Carrier Transportation Division, 550 Capitol St NE, Salem, OR 97301-2530.

See next page for an example of a Tariff Title Page.

(YOUR COMPANY NAME)

OREGON HOUSEHOLD GOODS TARIFF
TARIFF 1

NAMING

LOCAL HOURLY AND DISTANCE RATES AND CHARGES

AND

RULES AND REGULATIONS GOVERNING THE USE OF SAME

APPLYING TO

HOUSEHOLD GOODS

(As Described in Item xx Herein)

BETWEEN POINTS IN:	AND POINTS IN:

This Tariff Applies on Oregon INTRASTATE Traffic Only

ISSUE DATE: xxxxxx	EFFECTIVE DATE: xxxxxx
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<p>ISSUED BY: John Doe, President 12345 Fourth St Anytown, OR 97xxx</p>

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