

HAZARDOUS MATERIALS TRANSPORTATION LICENSE — APPLICATION INSTRUCTIONS (CHP 361M)

CHP 361E (Rev. 8-15) OPI 062

APPLICATION PROCEDURES

Complete all applicable entries on the CHP 361M, Application for Hazardous Materials Transportation License (HMTL). Please retain a copy of the CHP 361M and your check or money order for your records. Mail the completed CHP 361M and appropriate fee to:

California Highway Patrol
ATTN: Hazardous Materials License
P.O. Box 942898
Sacramento, CA 94298-0001

DO NOT SEND CASH OR COMBINE WITH ANY OTHER APPLICATION OR FEE.

APPLICATION LINE ITEM INSTRUCTIONS

Complete all entries.

REASON FOR APPLICATION: Check the appropriate box corresponding to the reason for submitting the application.

APPLICANT NAME: Enter the applicant's company name. This name must be the same name associated with the applicant's California Carrier Identification (CA) Number.

FEDERAL EMPLOYER IDENTIFICATION NUMBER: Enter the applicant's federal employer identification number (EIN) assigned by the Internal Revenue Service. This unique number ensures the applicant's records are not duplicated. Individuals without employees may not have an EIN. If applicant does not have an EIN, enter the applicant's Social Security number (SSN) in the appropriate box.

SOCIAL SECURITY NUMBER: Enter the applicant's SSN if operating as an individual without employees.

OWNERSHIP INFORMATION: Check the appropriate box corresponding to the ownership type of the applicant. All requested information is necessary to prevent duplication of records.

NAME CHANGE: If the applicant previously obtained an HMTL from the California Highway Patrol (CHP) under a different name, enter that name.

TELEPHONE NUMBER: Enter the phone number for the applicant.

DOING BUSINESS AS: List additional registered, legal names the applicant is doing business as, other than the APPLICANT'S NAME.

MAIL LICENSE ATTENTION: If the license is to be mailed to a specific individual, enter that person's name; otherwise, leave blank.

MAIN OFFICE STREET ADDRESS, CITY, STATE, and ZIP CODE: Enter the complete address for the applicant's company headquarters.

MAILING ADDRESS, CITY, STATE, and ZIP CODE: Enter the complete mailing address where the license is to be sent.

CALIFORNIA CARRIER IDENTIFICATION NUMBER: Enter the applicant's CA Number.

CHP HAZARDOUS MATERIALS TRANSPORTATION LICENSE NUMBER and EXPIRATION DATE: Enter current CHP HMTL number and expiration date, if applicable.

FEDERAL OPERATING AUTHORITY NUMBER: Circle "MC" or "MX" and enter authority number, if applicable.

US DOT NUMBER: Enter United States Department of Transportation number, if applicable.

CALIFORNIA CORPORATION NUMBER: Enter the corporation's identification number, if applicable.

PIPELINE AND HAZARDOUS MATERIALS SAFETY ADMINISTRATION: Enter the Pipeline and Hazardous Materials Safety Administration registration number and expiration date, if applicable.

FEDERAL MOTOR CARRIER SAFETY ADMINISTRATION HAZARDOUS MATERIALS SAFETY PERMIT: Enter the Federal Motor Carrier Safety Administration Hazardous Materials Safety Permit number and expiration date, if applicable.

SPECIALIZED HIGHWAY ROUTING REQUIREMENT INFORMATION: Check the appropriate boxes which correspond to your type of operation (for additional information, see SPECIAL REQUIREMENTS). If you do not transport any materials identified, check the "None of the above" box.

APPLICANT BACKGROUND: Provide an explanation in the space below for each response marked "yes." Attach an additional sheet, if necessary.

CARRIER IDENTIFICATION OF TERMINALS: Enter the complete address, contact person, and phone numbers of all California terminals from which hazardous materials transport vehicles are operated.

AUTHORIZED CERTIFIER'S SIGNATURE: An authorized corporate officer, or authorized representative of the company, must certify the application via signature, and print or type their name, title, and date.

INCOMPLETE APPLICATION FORMS OR INSUFFICIENT FUNDS

Incomplete application forms will be returned to the applicant for completion. Copies of incomplete applications are not valid temporary licenses. The correct fee, in United States dollars, must be submitted with the application. Failure to submit a completed application or the appropriate fee will delay issuance of the license.

STATUTORY REQUIREMENTS FOR LICENSE

A valid HMTL is required by the laws and regulations of the State of California Section 32000.5 of the California Vehicle Code (CVC) for the transportation of either:

1. Hazardous materials shipments for which the display of placards is required; or
2. Hazardous materials shipments of more than 500 pounds (being transported for a fee), which would require placards if shipped in greater amounts in the same manner.

General requirements regarding the transportation of hazardous materials are governed by Sections 31300-34510 (Divisions 13 through 14.8) CVC. A copy of the CVC may be purchased at any California Department of Motor Vehicles office.

SPECIAL REQUIREMENTS

Laws and regulations governing the transportation of **explosives, inhalation hazards, and radioactive materials** are more restrictive than those concerning the transportation of hazardous materials, in general. The specific requirements for transportation of these materials are identified below.

EXPLOSIVES

Shipments of explosive materials as defined in Division 14 CVC, must follow additional rules and regulations pertaining to routing, safe stopping places, and inspection stops designated by the CHP in Title 13, California Code of Regulations (CCR), Chapter 6, Article 1, Sections 1150-1152.10. These additional requirements are effective when transporting:

- 1,001 pounds or more of any Division 1.1, 1.2, or 1.3 explosive; or
- 1,001 pounds or more of any Division 1.1, 1.2, or 1.3 explosive, with blasting agents in any combination; or
- Any quantity of any Division 1.1, 1.2, or 1.3 explosive, when the transportation is rendered as a delivery service, or is for hire.

NOTE: These regulations do not include special fireworks transported by carriers licensed by the State Fire Marshal, or any other class of explosive.

INHALATION HAZARDS

Shipments of an inhalation hazard as defined in Division 14.3 CVC, must follow additional rules and regulations pertaining to routing, safe stopping places, and inspection stops designated by the CHP in Title 13, CCR, Chapter 6, Article 2.5, Sections 1157-1157.18. These additional requirements are effective when:

- Transporting a gas, poisonous by inhalation (Title 49, Code of Federal Regulations (CFR), Section 173.115(c); or
- When "Poison-Inhalation Hazard," "Toxic-Inhalation Hazard," or "Inhalation Hazard" are additional description requirements on shipping papers (Title 49, CFR, Section 173.203[m]); and
- The commodity is being transported in a bulk package (Title 49, CFR, Section 171.8), except when the bulk package contains only residue.

NOTE: These requirements include, but are not limited to, hazardous materials which are poisonous by inhalation (liquid or gaseous) in Hazard Zones A, B, C, and D.

RADIOACTIVE MATERIALS

Highway Route Controlled Quantity (HRCQ) shipments of radioactive materials (Title 49, CFR, Section 173.403) must follow the routes designated by the CHP in Title 13, CCR, Sections 1158-1159.

SPECIALIZED HIGHWAY ROUTING AND ASSOCIATED REQUIREMENTS INFORMATION

Questions concerning the specialized highway routing requirements or how to obtain copies of these requirements should be directed to the CHP Commercial Vehicle Section's (CVS) Environmental Program Manager at (916) 843-3400.

TEMPORARY LICENSE

Applicants who have submitted a CHP 361M and the appropriate license fee may carry in the vehicle, for not more than sixty days, the following (for use as a temporary license):

- Copy of the applicant's completed CHP 361M, and
- Any One of the following:
 1. Copy of the check or money order;
 2. Copy of the telegraphic money order receipt (e.g., Western Union Money Transfer), made payable to "California Highway Patrol," indicating payment of fee for a license to transport hazardous materials.

QUESTIONS

If you have questions regarding the application process or required fee, or if you need additional forms, contact the CHP, CVS at:

California Highway Patrol
Commercial Vehicle Section
P.O. Box 942898
Sacramento, CA 94298-0001
(916) 843-3400.