NOTICE
August 2009

To: Special Hauling Permit Customers

From: Jeff Honefanger, Manager

Subject: Ohio Hauling Permit System (OHPASS)

The Ohio Hauling Permit System (OHPASS) can be directly accessed by permit applicants. Permit service agencies or permittees desiring to enter permit applications direct to the Special Hauling Permit Section must have the following:

♦ **Personal Computer**
  - Internet connection
  - Microsoft Internet Explorer 5.5 or higher
  - Netscape 6.2 or higher

♦ **Contractual Endorsement for Liability Insurance (OS-32)**
  - Form to be filed by your insurance carrier verifying financial responsibility of at least $500,000.00 property damage coverage. (Not applicable for Permit Service Agencies).

Permit fees can be paid in one of two ways:

♦ **Pay individually for permits using a credit card.**
  - Credit card transactions are processed through a private company. The credit card processing fee is currently $6.00 per permit.

♦ **Escrow Account**
  - Balance sufficient to prepay permits anticipated for a one month period. There is no additional fee associated with this arrangement unless you use a credit card to fund the account. (Credit card processing fee is currently $5.00 or 4%, whichever is greater.)

The advantages of the remote user account are: 1) Customers control the data entry; 2) Customers can more effectively monitor the status of their permit; 3) Customers can correct errors more easily and quickly.

Permits can be automatically faxed to any location or permits may be mailed or overnighted to you using your overnight service account number.

If interested, please complete the attached information sheet (OS-7) and fax it to Jeri O’Kane's attention at (614) 728-4099.

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INFORMATION FOR OHIO HAULING PERMIT AUTOMATED SYSTEM

Company Name ________________________________________________________________

Mailing Address __________________________________________________________________

City, State, Zip __________________________________________________________________

Telephone # ____________________________

Fax # ____________________________________

Contact Person ________________________________________________________________

Email Address: ________________________________________________________________

FEIN/SS # ____________________________  DOT # ____________________________

Location where permits will be ordered from (if different than above):

Address ______________________________________________________________________

City, State, Zip __________________________________________________________________

Telephone # ____________________________

Fax # ____________________________________

ODOT use only

Escrow account name assigned: _________________________________________________

Circle One: Permittee  Exempt  Agent

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