

## Instruction Sheet for UCR-2 Form

**(NOTE: This form is provided to assist you in maintaining required information. Carriers may also submit the requested data in electronic format or in a printout attached to this form. Contact your state agency for acceptable data formats.)**

### When do I need to use this form?

- If you obtained the vehicle count for the numbers you entered in Section 4 of the 2017 UCR Registration Form from the number of vehicles you owned and operated for the 12-month period ending June 30, 2016 (Option B), and your fleet count using this method places you in a bracket with a lower fee than if you had selected Option A on the 2017 UCR Registration Form, you must maintain a list of vehicles covered by your 2017 UCR registration and provide this information on Form UCR-2 to your base state upon request.

### Section 1. – General Information

- Enter all identifying information for your company. The owner and DBA name should be identical to what is on file for your USDOT number (See <http://safer.fmcsa.dot.gov/CompanySnapshot.aspx>). Enter the principal place of business address that serves as your headquarters and where your operational records are maintained or can be made available.

### Section 2. – Classification (*Definitions*)

- “**Motor carrier**” means a person providing motor vehicle transportation for compensation.
- “**Motor private carrier**” means a person who provides interstate transportation of property in order to support its primary line of business.

### Section 3. – Vehicle List

- List the Make, Model/Gross Vehicle Weight Rating (GVWR)/Number of Passengers, License Plate Number and State, and Vehicle Identification Number (VIN) of each vehicle you owned and operated for the 12-month period ending June 30, 2016.
- If you need additional room you may use the continuation sheet on page 2 of the UCR-2 form. You may make additional copies of this continuation sheet as needed.

### Section 4. – Certification

- The owner or an individual who has a power of attorney to sign on behalf of the owner or owners must sign this form. This certification indicates that the information is correct under penalty of perjury.