



State of California
DEPARTMENT OF TRANSPORTATION
Traffic Operations, Mail Stop #36
Office of Truck Services
Headquarters Transportation Permit Office
P.O. Box 942874
Sacramento, California 94274

Business, Transportation and Housing Agency

Extra-Legal Transport Policy Exception Request Checklist

Use this checklist to request an extra-legal transport policy exception (send two copies of everything). For more information regarding extra-legal transport provisions, see our website at <http://www.dot.ca.gov/hq/traffops/permits/>. In order to determine if your request is justified and qualified pursuant to applicable extra-legal transport requirements, you must provide all applicable information, including the following:

1. () Letter on company letter head and signed by a company officer with:
 - () Cites of all extra-legal transport requirements for which an exception is being requested.
 - () Statement, and detailed explanation of, why the exception is needed.
 - () Detailed load and/or equipment description including primary task, haul, drive or tow and all non-integral components, equipment, etc. that will accompany the load and/or equipment during transport (outriggers, load block, internal components, etc.).
 - () Signing officer's title, mailing address and telephone number.
2. () Copies of all documentation supporting your request including transportation permit applications, permits, inspection report, correspondence, studies, reports, etc.
3. () 11" X 17" plan and elevation views of the load and/or equipment to include:
 - () Manufacturer's company name, mailing address, phone and model number.
 - () All equipment component dimensions (height, width, length, axle spreads & spacings, etc.)
 - () If expandable/stretchable indicate and show least and greatest dimensions.
 - () All suspension types and enough details to completely analyze.
 - () Number of tires on each axle and tire and wheel ratings.
 - () Ratings and weights for each axle/axle group.
 - () Indicate all steering, lift, flip, etc. axles.
 - () Indicate mechanical distribution units and other special component.
4. () Close-up photographs showing the entire front, rear and both side views.
5. () Include a copy of this checklist with your submittal.

A request may be made in person or by electronic or regular mail. The mailing address is:

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Faxed submittals are not accepted. Allow a minimum of 30 calendar days for a decision. Decision notification is by letter. If you have any questions, call 916-654-3093 regarding an "policy exception request."