



STATE OF NEW YORK  
 DEPARTMENT OF TRANSPORTATION  
 50 Wolf Road  
 Central Permit Office, 1st Floor  
 Albany, New York 12232  
 For forms and info go to: [www.nypermits.org](http://www.nypermits.org)  
 To submit forms or contact us e-mail: [permits@dot.ny.gov](mailto:permits@dot.ny.gov)

OFFICIAL USE ONLY	
LOG#	
LOG#	
Reviewed by:	Date:
<input type="checkbox"/> Approved	<input type="checkbox"/> Rejected

Perm 64 (10/15)

**APPLICATION for an AMENDMENT TO A DIVISIBLE LOAD OVERWEIGHT PERMIT - See Instructions for completing this form.**

CUSTOMER No:		CUSTOMER NAME:						
AMENDING PERMIT #		PERMIT EXPIRATION DATE:						
COPY OF PERMIT		COPY OF GRANDFATHER CERTIFICATE						
NEW POWER UNIT PLATE – NEW PLATE #:		NEW TRAILER PLATE – OLD PLATE #:						
NEW TRAILER PLATE – OLD PLATE #:		NEW PLATE #:						
<i>If submitting this form with your Permit Renewal, the \$50.00 Base Amendment fee is waived. All other fees apply.</i> <i>If you are ONLY requesting a Copy, the Base Amendment Fee is \$25.00.</i> <i>If changing more than one trailer plate use and attach, as many Trailer Plate Change form(s)- Perm 19, as needed.</i>								
<b>ADDING PERMIT TYPE(S)</b> – Only check the Permit Type(s) Being Added to the Existing Permit – See Instructions for Fee Details								
STATEWIDE:	1	1A	7 9					
DOWNSTATE:	2	2A	4 6B					
<b>EXISTING VEHICLE CHANGES</b>								
Gross Vehicle Weight Rating (MGVWR) - As designated by the manufacturer		Gross Axle Weight Rating(s) – Provide in Axle Data section						
Number of tires on axle – Indicate in the “ # of Tires on Axle column”		Sum of Manufacturers Tire Rating – Provide in Axle Data section						
Removing an axle – Must provide new Axle Spacing		Spacing Between Axles – Provide in Axle Spacing column						
Adding an axle – Provide the new axle data and revised axle spacing		Requested Maximum Permit Weight – Required if adding higher permit type						
Other:								
<b>POWER UNIT REPLACEMENT</b> – See Instructions for Details		<b>REMOVING TRAILER(S)</b> TOTAL REMOVING						
Include a copy of the Registration / Cab Card for replacement power unit and the Grandfather Rights certificate or Perm 18 of the vehicle being replaced		If ONLY Removing 1 trailer, provide the following information						
POWER UNIT REGISTERED AS: TRUCK TRACTOR		VIN:	PLATE:					
VIN:		If Removing more than 1 trailer, use and attach a Trailer Removal form – Perm 20						
YEAR:	MAKE:	PLATE:	<b>ADDING TRAILER(S)</b> TOTAL ADDING					
MANF. GROSS VEHICLE WEIGHT RATING (MGVWR):		VIN:	YEAR:					
Lift axle air pressure controls are Outside cab? YES NO		MAKE:	PLATE:					
NO LIFT AXLES ON THE POWER UNIT		LENGTH (Inches):						
REQUESTED MAXIMUM PERMIT WEIGHT:		MANF. GROSS VEHICLE WEIGHT RATING (MGVWR):						
OFFICE USE ONLY – Power Unit meets IFV Requirements <input type="checkbox"/>		<input type="checkbox"/> NO LIFT AXLES ON THE ABOVE TRAILER UNIT						
		Adding more than 1 trailer, use and attach additional Perm 63 or 93 as needed. If using 53 foot trailers, the kingpin distance shall not exceed 43 feet from the center of the kingpin to the center of the rearmost (last) axle.						
		OFFICE USE ONLY – Trailer Unit meets IFV Requirements <input type="checkbox"/>						
<b>* If applicable, indicate with an "X" AXLE DATA INFORMATION</b>								
Axle #	*Lift Axle	* Axle is Steerable	Manf. Gross Axle Weight Rating (GAWR)	# of Tires on Axle	Sum of Manf. Tire Rating 2 Tires use Single Rating x 2 4 Tires use Dual Rating x 4	Official Use Only		Axle Spacing (Inches)
						Gross Axle Rating	# Tires	
1 (steer)		X						(1-2)
2								(2-3)
3								(3-4)
4								(4-5)
5								(5-6)
6								(6-7)
7								(7-8)
8								(8-9)
9								
<b>AFFIRMATION</b>								
FALSE STATEMENTS MADE ON THIS APPLICATION ARE PUNISHABLE AS A CRIME UNDER PENAL LAW 210.45								
Authorized Representative Signature:						Date:		PHONE # :
Permit Service Company Name (If Applicable):						Co #		PHONE # :
Base Amendment Fee:		Additional Permit Type(s) Fee:		Additional Trailer Fee:		Total Fee:		
<input type="checkbox"/> I have paid by Check / Money Order #:				<input type="checkbox"/> I have paid by Credit Card Pre-Fund, Transaction I.D. #				
<input type="checkbox"/> Please E-mail the Amended permit to:								

## INSTRUCTIONS FOR COMPLETING the AMENDMENT APPLICATION

**APPLICATION for an AMENDMENT TO A DIVISIBLE LOAD OVERWEIGHT PERMIT** - Use this form to make changes to an active Divisible Load Overweight Permit. An Application for an Amendment to a Divisible Load Overweight Permit must be submitted for each existing permit for which changes are being requested. You may submit your Amendment form and supporting documents via e-mail to: [permits@dot.ny.gov](mailto:permits@dot.ny.gov) or by fax; 518-457-1036. Your account must be pre-funded if submitting your Amendment form via E-mail or fax. If submitting by regular mail, include a check made payable to; New York State Department of Transportation.

**INFRASTRUCTURE FRIENDLY VEHICLE (IFV) REQUIREMENTS** - Beginning with model year 2006, all vehicles are required to meet IFV requirements to qualify for Divisible Load Overweight permits. Type 9 permits require that all of these guidelines are met, regardless of model year. For more information regarding the IFV requirements, please visit our website at [www.nypermits.org](http://www.nypermits.org)

**CUSTOMER No.:** This is your permit account number as assigned by the Central Permit Office upon issuance of your first permit.

**CUSTOMER NAME:** Name of individual / business as it appears on your current registration. Customer name and registration name must match except for leased vehicles.

**AMENDING PERMIT #:** Enter the existing Permit Number which is being amended.

**PERMIT EXPIRATION DATE:** Enter the date that the existing Divisible Load permit you are amending expires.

**NEW POWER UNIT PLATE #:** If you have changed plates on your Power Unit, list the New plate number.

**NEW TRAILER UNIT PLATE #:** If you have changed plates on one trailer, list the Old and New plate numbers in the spaces provided. If more than one trailer, complete and attach a Trailer Plate Change Form (Perm 19).

**COPY of PERMIT:** (Fee \$25.00) If the Original permit was lost or destroyed or the name of the company has changed.

**COPY of GRANDFATHER CERTIFICATE:** (Fee \$25.00) If the Original Grandfather Certificate was lost or destroyed.

**ADDING PERMIT TYPE(S):** Check the type(s) of Divisible Load Overweight Permit(s) being requested. The fee for each additional permit type is \$65.00. The base permit fee is the highest of the permit types requested and additional permit types may result in a fee adjustment on the existing permit. Downstate permit types are only available to current holders of Downstate Grandfather Certificates or those with Excess (Banked) Weight. When applying for Downstate permits you must attach a completed Excess Banked Weight Credit or Withdrawal Request form (Perm88).

**POWER UNIT REPLACEMENT:** Check this box if replacing the power unit on a permit. The Grandfather Rights Certificate for the replaced power unit must be attached. If the power unit replacement involves a Downstate permit, you must submit the original grandfather rights certificate or a Perm 18 if the original grandfather certificate is lost or destroyed. A copy of the current registration or cab card for the replacement vehicle is also required.

**REMOVING TRAILER(S) – TOTAL TRAILERS BEING REMOVED:** Check this box if removing trailers and indicate the total number of trailers you are removing in the space provided. If you are removing more than one (1), submit a completed Trailer Removal Form (Perm 20) with the perm 64.

**ADDING TRAILER(S):** If adding a Trailer(s), check this box. Indicate the total number of trailers being added as Option I (\$20.00 each) or Option II (\$10.00 each) in the space provided. If adding more than one (1) trailer, attach a completed Additional Trailer Attachment form – if all Different configurations use the (PERM 63) or if all the same configurations use the (PERM 93).

If you are removing and adding the same number of trailers (Replacing), there are no additional trailer fees. EXAMPLE: Current total of 5 trailers on the permit, you are removing three (3) and adding three (3) new ones. This is considered (Replacing) since you will still have a total of 5 trailers when the transaction is complete. Therefore there are no additional trailer fees to add to the Base Amendment fee of \$50.00.

**If using 53 foot trailers, the kingpin distance shall not exceed 43 feet from the center of the kingpin to the center of the rearmost (last) axle.**

**AXLE DATA SECTION:** This section must be filled in completely if making a Power Unit Replacement and/or adding additional trailer(s). All weight is to be provided in U.S. pounds and measurement, in U.S. inches. If Existing Vehicle Changes are requested, only fill in the sections that correspond to the indicated changes. Only the new (amended) information is required.

**AFFIRMATION:** An authorized representative of your company should sign and date this application attesting to the accuracy of the information provided. A contact telephone number is also required.

**PERMIT SERVICE COMPANY INFORMATION** – Reserved for use by an NYSDOT licensed Permit Service Company (PSC), when applying on behalf of a carrier. The name of the Permit Service Company and the number assigned to them by NYSDOT as part of the licensing agreement is to be entered. A contact telephone number for the Permit Service Company is also required.

**TOTAL AMENDMENT FEES:** (All fees to be paid in U.S. Dollars) The Base Amendment fee is \$50.00. The sum of Fees required, is the sum of the Base Amendment fee, additional permit type fee(s) and additional trailer(s) fee(s), if applicable. The Base Amendment fee (\$50.00) is waived if submitted with the Permit Renewal. If you are only requesting a copy of a Permit or Grandfather Certificate, the Base Amendment fee is waived. The copy Fee is \$25.00.

**I HAVE PAID BY CHECK / MONEY ORDER:** Check this box if you have paid by Check/Money Order. List the check or money order (M.O.) #. Make the check/money order, payable to N.Y.S. Department of Transportation. Write "DL" (Divisible Load) and your customer number in the "memo" area of the payment.

**I HAVE PAID BY CREDIT CARD PRE-FUND, TRANSACTION I.D. #:** Check this box if you have pre-funded your account from the Permits website using a Master Card or Visa Credit Card. You will be sent an e-mail confirming your pre-fund transaction along with your Transaction I.D. #. The Transaction I.D. # must be entered in the space provided on this form and the e-mail confirmation should be printed and saved for your records.

**Please E-mail the Amended permit to:** Check this box if you would like the amended permit e-mailed to your computer. You must provide a valid e-mail address in the space provided. If this box is not checked, the amended permit will be returned by regular mail.

To submit by e-mail or fax, you must first pre-fund your account with a credit card; MasterCard, Visa or Discover.

**Permit E-mail:** [permits@dot.ny.gov](mailto:permits@dot.ny.gov)

**Permits Fax:** 518-457-1036

## Submitting Divisible Load Overweight Application Forms

Permit customers may submit application forms via one of the following methods.

### **By E-mail:**

1. Save the completed application to your computer
2. Pre-Fund your customer account for the correct amount using a \*credit card from our website [www.nypermits.org](http://www.nypermits.org) – by selecting **Pre-Fund Account** and then choosing **Pre-Fund Div Load**. Enter the total dollar amount you wish to fund your account for in the box titled “QTY”.
3. Open your e-mail; attach the completed application, a scanned copy of the vehicles current registration and any additional trailer forms.
4. Send the e-mail to: [permits@dot.ny.gov](mailto:permits@dot.ny.gov)

\* Acceptable forms of credit cards are: Visa, MasterCard and Discover

### **By Fax:**

1. Pre-Fund your customer account for the correct amount using a \*credit card from our website [www.nypermits.org](http://www.nypermits.org) – by selecting **Pre-Fund Account** and then choosing **Pre-Fund Div Load**. Enter the total dollar amount you wish to fund your account for in the box titled “QTY”.
2. Address a cover page to: Divisible Load Overweight Permits
  - a. The cover page should include a contact person, phone number and the name of the Divisible Load Technician you are working with. Do not send application forms or supporting documents without a cover page.
  - b. If you would like the approved permit sent to you via e-mail, please check the box on the form and provide the return e-mail address in the space provided.
  - c. Fax the completed application form, power unit registration if applicable and all additional trailer attachment forms to: 518-457-1036.

\* Acceptable forms of credit cards are: Visa, MasterCard and Discover

### **By Mail:**

1. Mail all completed forms and any other required documents to:

State of New York Department of Transportation  
50 Wolf Road  
Central Permits Office, 1<sup>st</sup> Floor  
Albany, New York 12232

2. Include a check made payable to: New York State Department of Transportation

Questions concerning the application process can be directed to 518-485-2999, Option 1 or send an e-mail to; [permits@dot.ny.gov](mailto:permits@dot.ny.gov)