



## FLAT MONTHLY FEE ELECTION - (CHANGE TO FLAT MONTHLY)

FILE NUMBER \_\_\_\_\_

NAME OF CARRIER \_\_\_\_\_

Effective \_\_\_\_\_

I request to report and pay annual flat fees in lieu of filing and paying mileage tax on all vehicles:

- Engaged in the transportation of logs, poles, piling, or peeler cores;
- Engaged in the transportation of wood chips, sawdust, barkdust, hog fuel, or shavings;
- Equipped with a dump body and used in the transportation of sand, gravel, rock, dirt, debris, cinders, asphaltic concrete mix, metallic ores and concentrates, or raw nonmetallic products, whether crushed or otherwise, when moving from mines, pits, or quarries.

I certify that all vehicles under flat fee qualify for the above operation(s).

SIGNATURE OF CARRIER \_\_\_\_\_

TITLE \_\_\_\_\_

DATE \_\_\_\_\_

FORM 734-9231 (6-02) STK# 320245

**PLEASE RETURN THIS PORTION TO ODOT/MCTD**

**REQUIREMENTS:**

**KEEP THIS PORTION FOR YOUR RECORDS**

1. This fee election must be filed with the Oregon DOT on or before the effective date and cannot be changed during the remainder of the current calendar year as long as you are hauling the same commodities.
2. The flat fee election may be canceled effective the first day of the calendar year by notifying the Department in writing on or before that date.
3. If you plan to change the commodity you are hauling to a commodity that does not qualify for flat fees, for longer than a month, you must notify the Department **in writing** to change your fee basis, body type, and commodity **in advance** of operations. Since flat fees are an annual fee, if during the calendar year you go back to hauling a commodity that qualifies for flat fees, you must go back to flat fee reporting and notify the Department **in advance** of operations.
4. Flat monthly fee reports must be filed and paid on or before the 10th day of each month for the preceding month's operation. If payment is not postmarked by the postal service on or before the due date, a late payment charge of ten percent must be added to the amount of fees due. Reporting must be on FLAT MONTHLY FEE REPORT, ODOT Form 735-9189.

All columns on the report form must be completed, including the monthly beginning and ending odometer readings, and current license plate numbers.

Flat fee reports must be filed monthly with ODOT for each vehicle that hauls the elected flat fee commodities. If the vehicle had no operations, enter "0" in the Oregon Public Road Miles column and "0" in the Flat Monthly Fee column on the report.

5. In addition to the flat fee payment, any vehicle temporarily hauling a commodity that does not qualify for flat fees is subject to mileage tax. The tax must be computed, reported, and paid on or before the last day of the month following the month of operation. Reporting must be on MONTHLY MILEAGE TAX REPORT, ODOT Form 735-9002.
6. ALL FLAT FEE VEHICLES MUST BE REPORTED EACH MONTH UNTIL THE OR DOT PLATE AND/OR OREGON WEIGHT RECEIPT AND TAX IDENTIFIER IS DISCONTINUED, THE FEE BASIS IS CHANGED TO MILEAGE BECAUSE OF A CHANGE IN COMMODITY AND BODY TYPE, OR THE FEE BASIS IS CHANGED TO MILEAGE REPORTING AT THE FIRST OF THE CALENDAR YEAR. This applies whether a truck is operated or not and whether it is sold or unusable.

FORM 734-9231 (6-02) STK# 320245