

761—500.4(326) Renewal for IRP registration. Renewal forms for the coming year are prepared automatically and distributed in November to all registrants who maintained an active IRP fleet with Iowa during that year. If the registrant does not receive a renewal application by December 1, the registrant is responsible for informing the office of motor carrier services and for making the necessary arrangements for renewal of the registration. Renewal applications should be submitted to the office of motor carrier services no later than January 1 to ensure adequate time for processing. A renewal is considered timely filed when it is received by the office of motor carrier services or postmarked on or before January 31.

500.4(1) The renewal must include:

- a.* A completed and signed mileage schedule and vehicle schedule(s).
- b.* An updated Federal Highway Administration motor carrier identification information report (MCS 150).
- c.* Necessary title documentation.
- d.* A schedule of heavy highway vehicles (Form 2290).

500.4(2) Additional renewal procedures.

a. Units being removed from the fleet shall be deleted on the renewal vehicle schedule and the plates, cab cards and stickers must be returned. In lieu of returning the plates, cab cards and stickers, a qualified fleet owner may submit a self-certification of IRP credential destruction to the office of motor carrier services on or before December 31. Registration renewal fees for deleted units shall be assessed unless the self-certification of IRP credential destruction or the plates, cab cards and stickers are received by the office of motor carrier services or postmarked on or before December 31. Operating a vehicle with credentials that were self-certified as destroyed shall result in suspension of the self-certification privilege.

b. Units being stored shall be marked “stored” on the renewal vehicle schedule and the plates, cab cards and stickers must be returned in accordance with rule 761—500.5(321).

This rule is intended to implement Iowa Code sections 326.6, 326.14 and 326.15 as amended by 2004 Iowa Acts, chapter 1013, section 32.