



Step-by-Step Guide to Get Authorized Authority Status

1. Verify Current Status

- Go to the **FMCSA SAFER System**: safer.fmcsa.dot.gov (snapshot)
- <https://safer.fmcsa.dot.gov/query.asp>
- Enter the company's USDOT or MC number and check the status under **1045382 Operating Authority Information**.
- The "Not Authorized" status is current.

2. Confirm Insurance Filing

- Ensure the **Business Auto Coverage Declaration** aligns with FMCSA requirements:
 - **Liability Insurance**: Minimum of \$750,000 for general freight or \$1,000,000 for hazardous materials.
 - **Cargo Insurance**: Minimum of \$5,000 per vehicle and \$10,000 per occurrence for household goods movers.
- Ask your insurance provider to electronically file **BMC-91 or BMC-91X** forms directly with the FMCSA. The FMCSA will not accept insurance documentation submitted by the company.

3. File a BOC-3 (Designation of Process Agents)

- A **BOC-3** must be filed to designate process agents in all states where you operate.
- If this has not been filed or was filed incorrectly, use a third-party process agent service to submit it.
- You can hire a process agent service, such as:
 - **LegalZoom**: legalzoom.com
 - **BOC-3 Filing Services** (search online for options).

4. Check for FMCSA Correspondence

- Log in to the **FMCSA Portal** or check any physical or email correspondence for notices regarding missing documents or compliance issues.

5. Resolve Pending Requirements

- Address any **compliance warnings** listed in the FMCSA portal. Common issues include:
 - Missing insurance filings (e.g., BMC-91/91X).
 - Incomplete biennial update for the USDOT number.
 - Non-compliance with UCR (Unified Carrier Registration).

6. Wait for FMCSA Approval

- Once all documents are received and processed, the FMCSA will update the company's status to **Authorized**. This can take **20-25 business days**.



7. **Verify Authorization**

- Revisit the SAFER system or FMCSA portal to confirm the **Operating Authority Status** is listed as **Authorized**.
- Download the **Operating Authority Certificate** (MC Certificate) once available.

8. **Comply with Ongoing Requirements**

- File the **Unified Carrier Registration (UCR)** annually.
- Complete the **biennial USDOT update** every two years.
- Maintain active insurance coverage.

Common Issues That Delay Authorization

- Insurance provider not filing required forms (BMC-91/91X) with the FMCSA.
- Expired or incomplete BOC-3 filing.
- Failure to comply with UCR requirements.
- Not updating USDOT information.

FMCSA Support

- If everything seems in order but the status remains “Not Authorized,” contact FMCSA support at **1-800-832-5660** for a detailed review of your case.