



IDAHO TRANSPORTATION DEPARTMENT

Commercial Vehicle Services
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**MOTOR CARRIER REGISTRATION FEE
INSTALLMENT PAYMENT AGREEMENT**

Idaho Code 49-434(10) provides for installment payments of Idaho registration fees for vehicles weighing more than 60,000 pounds gross vehicle weight. The following information is provided to assist those interested in utilizing this payment option in understanding the rights and responsibilities associated with this plan.

When choosing the installment payment option, the applicant must be aware of the following specific, binding requirements:

1. The basis for the Idaho registration fee is specified in Section 49-434(8) of the Idaho Code. Installment payment plans are applicable to Idaho registration fees only. Fees due other jurisdictions under the International Registration Plan (IRP) and all applicable administrative fees must be paid in full at the time of registration.

An applicant registering for less than a full twelve months will not be eligible for the installment payment option. For renewal registrations, the initial installment payment amount must be paid by the last day of the month following the month the previous year registration has expired, to be eligible for the installment payment option. For new registrations, the initial payment amount must be paid by the last day of the registration effective month, to be eligible for the installment payment option.

Per IDAPA Rule 39.02.22, participants in the payment plan will pay a **\$50.00 set-up fee per plan**. No payment plan will be established without payment of the set-up fee.

An account that has been suspended twice for failure to pay installment payments will not be eligible for future installment plans until, 1) twelve (12) consecutive months have passed with no suspensions of any type on the account, and 2) the registrant has requested in writing to have their installment payment plan eligibility reinstated.

2. Once an applicant requests an installment payment plan, the Idaho Code does not provide the opportunity to opt out of any remaining installments. Additionally, **the Idaho Code does not provide for a refund of fees when the applicant takes a truck out of service**. The balance of the fees due on the installment plan will continue to be due even if the truck is not being operated. However, if the vehicle is sold, damaged beyond repair, or a lease is terminated, and the applicant provides proof of sale, damage beyond repair, or terminated lease, then upon returning the license plate, registration certificate and validation sticker, the prorated portion of the Idaho fee will be credited toward the installment plan or refunded if the plan has been paid in full.

3. The Idaho Code and IDAPA Rule require the applicant to pay one fourth of the Idaho registration fees and the \$50.00 set-up fee at the time of registration. Vehicles registered after beginning the installment payment plan cannot be added to the installment plan. The fees on added vehicles must be paid in full at the time of registration.

Payments are due by the last day of the billing month. The installment confirmation will show the balance due and the due date of each installment. Payments will be due approximately at the end of the third, sixth and ninth month after the effective date of the registration. Non-receipt of a subsequent billing does not relieve an applicant of the responsibility to make a payment on or before the due date.

If payment is mailed, the USPS post mark on the envelope must be **on or before** the due date for the payment to be considered received on time. Non-USPS meter marks are not accepted as date of payment.

4. Failure to pay installments on or before the due date will result in a penalty of 10% of the installment due, plus 1% for each month or portion of a month that the payment is past due.

If the payment becomes past due, the account and the vehicle registration may be suspended. Once suspended, the vehicle cannot be operated on Idaho highways until the **payment due amount, with penalty and interest,** is paid in full.

In addition to the payment due amount, with penalty and interest, **a \$40.00 reinstatement fee will be assessed to remove the suspension.** The Ports of Entry or law enforcement agencies may delay movement of any vehicle(s) under suspension. Collection action will be pursued as required.

Failure to respond to a suspension order will result in revocation (cancellation) of the vehicle registration(s). All past fees due and the fees to re-register the vehicles will be required in order to reactivate the account and vehicle registration(s).

I acknowledge that I have read, understand and agree to the conditions under which the Department is approving the option of paying my registration fees in installment payments.

Signature:	
Date:	
Idaho Motor Carrier Account Number:	Reg Year:
Idaho Motor Carrier Registration Name:	