



PERMIT POLICY FOR MOVEMENT OF VEHICLES AND LOADS  
THAT ARE OVERSIZE ONLY  
NDHP Motor Carrier Operations  
Ref: 9-6 (2/2013)

## PURPOSE

To establish guidelines when permits will be issued for vehicles or loads exceeding legal size for movement on the state highway system.

## POLICY STATEMENT

As authorized by section 39-12-02 NDCC and Article 38-06 NDAC, the NDHP will issue single trip permits, when good cause is shown, for the movement of oversize vehicles and loads.

The following procedures outline the requirements and methods for issuing permits for oversize vehicles.

## PROCEDURE

### A. Permit Requirements

1. Permits must be in possession prior to starting any movement. They shall designate the route to be traveled and may contain such other restrictions as deemed necessary by the NDHP or NDDOT engineers. The NDHP has the authority to revoke permits when the holder violates or abuses the privilege or conditions of the permits.
2. General travel restrictions.
  - a. Single trip permits shall not be issued authorizing overdimensional movements from ½ hour after sunset to ½ hour before sunrise unless:
    - 1) Ten feet or less in width; or
    - 2) Approved by the Superintendent.
  - b. Single trip permits for overwidth exceeding 16 feet shall not be issued authorizing movements on Saturday after 12 noon, all day Sunday, and on holidays of New Year's Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day, and Christmas Day.
    - 1) When any above named holiday is on a Sunday, the following Monday shall be the holiday.
    - 2) When any above named holiday is on a Saturday, the preceding Friday shall be the holiday.
    - 3) No overwidth permit exceeding 16 feet will be valid from 12 noon the day before the holiday until sunrise the day after the holiday.
  - c. Single trip permits shall not authorize movements when inclement weather prevails, highways are slippery, or when visibility is poor.
  - d. Single trip permits do not authorize travel on shoulders of road.
  - e. Single trip permits shall apply to movement of one vehicle or one vehicle combination only.
  - f. All permits shall require a minimum distance of 1,000 feet between vehicles in a convoy of two or more vehicles.
  - g. A single trip permit is valid for a one-way load movement made within a 3-day period. For a self-propelled vehicle, a single trip permit is valid for multiple movements made within one 24-hour period, or a one-way movement made within a 3-day period.
3. General safety requirements.
  - a. All overdimensional vehicles and loads shall have minimum 12 inches by 12 inches red or bright orange flags displayed on the traffic side front and rear.
  - b. When the overall length of an overdimensional movement exceeds 75 feet in length, there shall be at least a 12" x 60" **OVERSIZE LOAD** sign on the rear. The lettering shall be black on yellow background. Letters shall be at least 8 inches high with 1-inch brush stroke. When the movement is overlength only, exceeding 75 feet in overall length, a **LONG LOAD** sign that is a minimum 12" x 60" in size may be used in lieu of the **OVERSIZE LOAD** sign. The lettering shall be black on yellow background. The letters shall be at least 8 inches high with 1-inch brush stroke. The sign shall be covered or removed when the movement is not overdimensional.
  - c. Authorized nighttime movements shall be lighted with clearance lights mounted on the extreme outer width and visible from the front and rear at a distance of 500 feet.
  - d. When the load extends beyond the bed or body of the vehicle to the rear by four feet or more, the overhang shall be marked at the extreme end of the load with a 12"x12" red flag during the day and a red clearance light during the night which is visible at a distance of 500 feet.
  - e. Towing vehicle must have two mirrors to reflect a rear view of 200 feet to the driver.

- f. All commercial oversize vehicles must be equipped in accordance with the requirements and specifications of Parts 393 and 396 of 49CFR.
- 4. Escort requirements.
  - a. All movements exceeding 14 feet 6 inches in width, 18 feet in height, and 120 feet in overall length are required to have official escort or approved pilot cars. In lieu of the pilot car requirement for movements not exceeding 16 feet in width, the overwidth vehicle itself, or vehicle towing or hauling an overwidth load, may be equipped with a lighted rotating or flashing amber light or lights that are visible from front and rear for a minimum 500 feet. On four-lane divided highways there are no pilot car requirements for movements not exceeding 16 feet in width.
  - b. Exceeding 16 feet in overall width.
    - 1) One pilot car is required to precede each movement at a distance of 300 to 700 feet and one pilot car is required to follow each movement at a distance of 300 to 700 feet on two-lane highways.
    - 2) One pilot car is required to follow each movement at a distance of 300 to 700 feet on four-lane divided highways.
  - c. Exceeding 18 feet in overall width.
    - 1) The movement will be subject to Highway Patrol escort if deemed necessary by the regional commander(s). A Highway Patrol escort would be in addition to private pilot car escorts.
      - a) The moving company will contact the regional commander(s) in the region(s) in which the oversize load movement will travel.
  - d. Pilot car requirements.
    - 1) The vehicle must be a passenger vehicle or two-axle truck only and must be operated as a single unit only.
    - 2) The vehicle must have on the highest part a sign that is minimum 12 inches in height and 60 inches in length with the words **OVERSIZE LOAD** on it. The sign shall be yellow with black lettering. The lettering shall not be less than 8 inches high and 1-inch brush strokes. In addition, flashing amber lights shall be mounted on both ends of the sign. In place of the two alternating lights, there can be one centrally mounted revolving amber light on the top of the sign. There shall be radio communication between the pilot car(s) and the vehicle being escorted.
- 5. General size limitations.
  - a. Construction and building contractors' equipment and vehicles used to move such equipment are exempt from width limitations not to exceed ten feet in width when being moved by contractors or resident carriers. Housemovers' vehicles and equipment and specialized oil field vehicles commonly referred to as rig up trucks or jin trucks are considered construction equipment.
  - b. Single trip permits shall not be issued for movements exceeding the vertical clearance under structures. If there is a bypass or exit ramp around structures, permits may be issued directing the movement around the structure. All movements exceeding 18 feet in height must have written authority from utility companies to travel under overhead wires. Communication cables may be as low as 15 feet 6 inches. Flashing signal lights over the highway may be as low as 17 feet.
    - 1) The DOT list of bridges with vertical clearances will be referred to when issuing all overheight permits and may cause overheight movements to be given special route restrictions.
    - 2) ALL VERTICAL CLEARANCES SHALL BE THE RESPONSIBILITY OF THE PERMITTEE.
  - c. Towed vehicles, such as conveyors, are subject to single trip permits if the length of the towed vehicle exceeds 60 feet.
  - d. Road construction may limit overdimensional movements on some highways. Contact the Highway Patrol Permit Section for width and height restrictions or visit the NDDOT Construction Services website at [www.dot.nd.gov/travel-info](http://www.dot.nd.gov/travel-info).
- 6. Government and emergency vehicles.
  - a. Governmental road maintenance equipment, North Dakota National Guard equipment, and emergency vehicles will be permitted on individual specifications or where emergencies necessitate.

7. Crossing state highways.
  - a. For movements that are oversize only, permits **are not** required.
8. Movement over railroad crossings/tracks.
  - a. In the event of an emergency involving BNSF Railroad crossings/tracks, immediately call 1-800-832-5452 for assistance.
  - b. In the event of an emergency involving Red River Valley & Western Railroad crossings/tracks, immediately call 1-800-747-4919 for assistance.
9. Liability of permittee.
  - a. The applicant or permittee, as a condition for obtaining an oversize and/or overweight permit, shall assume all responsibility for accidents, damage, or injury to any persons or damage to public or private property caused by the movement of any oversize and/or overweight vehicle or load covered by the permit while upon public highways of the state.
  - b. The applicant or permittee agrees to indemnify and hold harmless the North Dakota Department of Transportation, the North Dakota Highway Patrol, their officers and employees from any and all claims resulting directly or indirectly from the movement of an oversize and/or overweight vehicle or load on any public highway of the state of North Dakota.

#### B. Application Procedure

1. Single trip permits are available online at [www.nd.gov/ndhp](http://www.nd.gov/ndhp) or can be obtained from the Highway Patrol Permit Section, regional offices, motor carrier inspectors, or troopers.
  - a. Permits purchased online are submitted to the Permit Section for review.
  - b. Applications to the Permit Section may be made in person, by mail, by telephone, by e-mail, or through a permit service company. Application forms are available at [www.nd.gov/ndhp](http://www.nd.gov/ndhp). The e-mail address for the Permit Section is [ndhppermits@nd.gov](mailto:ndhppermits@nd.gov).
  - c. Applications at the regional offices, through a trooper, or through a motor carrier inspector may be made in person, by telephone, or by sending contact information for a routine permit request to [epermits@nd.gov](mailto:epermits@nd.gov).
  - d. A paper copy of the permit must be in possession prior to entering North Dakota or starting movement.
  - e. The applicant must read and sign the receipt/permit acknowledging the movement restrictions and requirements.
  - f. Information required to obtain permits:
    - 1) Company name and address, city, state, zip code, and telephone number.
    - 2) Description of power unit including year, make, serial number, license number and state, ND registered gross vehicle weight, tire width (from tire sidewall), number of axles, tires per axle, and axle spacings.
    - 3) Description of towed unit including type of unit, make, tire width (from tire sidewall), number of axles, tires per axle, and axle spacings.
    - 4) Overall dimensions of vehicle and load, dimensions of load, and dimensions of trailer.
    - 5) Dates of travel, point of origin and destination, and desired route to be traveled.
  - g. Violating provisions and conditions on a single trip permit can result in voiding the permit.
2. To facilitate the movement of oversize vehicles and loads, Identification Supplements (SFN 3317) can be obtained from the Highway Patrol Permit Section. The identification supplement will identify the power unit or single unit if it is self-propelled, and include the maximum size limitations for each movement.
  - a. The original identification supplement **must** be carried in the vehicle and be validated by Single Trip Movement Approval Form (SFN 3540) prior to any oversize movement. SFN 3540, which is available only from the Permit Section, is a postcard-type self-issuing permit.
  - b. Movement restrictions and requirements are shown on the face of the identification supplement. A complete permit policy is attached which shows all permit conditions, movement restrictions, and other requirements.
  - c. Identification supplements for vehicle combinations will be issued up to a maximum 14 feet 6 inches in width, 15 feet 6 inches in height, and 120 feet in length.
    - 1) Telephone authority for overwidth not to exceed 18 feet and overheight not to exceed 18 feet may be obtained by calling the Permit Section at 701-328-2621 or from Highway Patrol troopers. The validation number must appear on the Single Trip Movement Approval Form (SFN 3540) or the permit will be invalid.

- d. Identification supplements and single trip movement approval forms **ARE NOT VALID** if the weights exceed posted weight limits.
  - e. A LIST OF BRIDGES WITH VERTICAL CLEARANCES will be attached to all identification supplements that include overheight authority. Routes of travel will be restricted by the list.
  - f. Violating conditions of the identification supplements and single trip movement approval forms can result in voiding the single trip movement approval form. Continued misuse of the form will result in cancellation of the self-issuing permit privileges.
3. Instructions for filling out single trip movement approval forms.
- a. All forms must be filled out completely. Prior to movement, a stamp must be placed on the third copy (postcard copy) of the form and deposited in a mailbox. The first copy shall be attached to the identification supplement and carried in the vehicle. The second copy shall be kept by the carrier for his or her records.
  - b. If the actual weights of the vehicle are not known, show legal weights. On highways with posted weight limits and during spring road restrictions, show actual weights.
  - c. The number shown on the identification supplement must be entered on the single trip movement approval form as the identification supplement number.
  - d. Improper use of a single trip movement approval form or failure to comply with the applicable permit policy can result in voiding the form.
  - e. Identification supplements expire December 31. The first four digits of the identification supplement number will indicate if the ID is valid. Example: Number 2013I0001 would be issued for the calendar year 2013.
4. Permit fees.
- a. \$20 for each single trip permit (SFN 3507, Receipt/Permit form).
  - b. \$10 for each Identification Supplement (SFN 3317).
  - c. \$20 for each Single Trip Movement Approval form (SFN 3540).
  - d. \$100 for each annual overwidth permit up to 14'6" in width (SFN 3507, Receipt/Permit form).
  - e. \$20 for each annual overwidth permit up to 14'6" in width, for movement of a noncommercial fish house trailer moved by the owner (SFN 3507, Receipt/Permit form).
  - f. Official, publicly-owned, emergency, or military vehicles shall not be required to pay charges for permits. (No fee to commercial hauler doing charity hauling.)
  - g. \$5 administrative fee for each permit faxed out on state fax when making payment with credit card.
  - h. The fee for an NDHP escort is \$50 per hour and \$.50 per mile.
5. Identification supplements, single trip movement approval forms (self-issue permits), single trip permits, and annual overwidth permits are available to purchase online at [www.nd.gov/ndhp](http://www.nd.gov/ndhp), click on E-Permits. Application forms can be obtained online or from the North Dakota Highway Patrol, Permit Office, 600 E Boulevard Avenue Dept. 504, Bismarck, ND 58505-0240. The telephone number is 701-328-2621.