



JENNIFER M. GRANHOLM  
GOVERNOR

STATE OF MICHIGAN  
DEPARTMENT OF TRANSPORTATION  
LANSING

KIRK STEUDLE  
DIRECTOR

**DATE:** JANUARY 15, 2009  
**TO:** ALL MICHIGAN CERTIFICATED INTRASTATE MOTOR BUS CARRIERS  
**RE:** 2009 Motor Bus Registration Renewal

All Michigan Department of Transportation (MDOT) certified carriers are required to submit an annual renewal registration fee. This fee is \$25.00 times the number of motor buses used to provide transportation of passengers' for-hire under your certificate. All vehicles must have a current valid annual inspection.

Any vehicle acquired or leased, regardless of circumstances, after your annual filing is required to be inspected, registered and the registration fee paid, prior to placing the vehicle into revenue service.

Any unit registered in 2008 that has not completed and passed the 2008 safety inspection/certification by February 28, 2009, will not be registered for 2009 at the \$25.00 fee. These units shall require the payment of an annual renewal fee of \$500.00 for each unit upon a satisfactory inspection and certification.

The period for your 2009 registration renewal is from January 1, 2009, through February 28, 2009. Completion of the enclosed form(s) and payment of fees is required by law. **The Certificate of Authority of any carrier operating without compliance of the conditions set forth after March 1, 2009, will be revoked pursuant to the Act.**

**Instructions:**

1. Review the list titled "Michigan Department of Transportation Bus Safety Inspection Program", correct any changes to the information, and cross out any vehicles which you do not intend to operate under your authority after March 1, 2009. Return this form with any required items listed below.
2. All revenue motor vehicles having a manufacturer rated seating capacity of sixteen (16) persons or more must be registered and listed. An additional form is enclosed and is to be used only if you add additional vehicles to your fleet for 2009. Instructions for completing the form are located on the form in the upper left section.

3. Provide complete safety inspection information for each vehicle **if highlighted**. Registration will not be processed unless a safety inspection has been completed within the previous 12 months. **Please Note:** Evidence of annual inspection (photocopy) must be submitted for all expired bus inspections except those conducted by MDOT inspectors.
4. Enclose payment for annual registration of \$25.00 per vehicle. (Checks must be made out to "**State of Michigan**" and noted "2009 Motor Bus Registration").
5. **Mail completed form(s) to:**

Michigan Department of Transportation  
Passenger Transportation - Regulatory Unit - B-425  
P.O. Box 30648 - 425 West Ottawa  
Lansing, Michigan 48909

Please call Dave Bunting at (517) 335-2574 if you have any questions about what must be done to comply with the 2009 registration of your vehicle(s).

Enclosures

