

Application for Name Change

Where a corporate name has changed and no change in ownership/control has occurred, or a surname change has occurred.

Alberta Transportation - Carrier Services

Room 401, 4920 - 51 Street
Red Deer, AB T4N 6K8

National Safety Code and Operating Authority Administration

Phone #: 403-340-5444 (Toll free in Alberta by first dialing 310-0000)

Fax #: 403-340-4806

Email: carrierservices.info@gov.ab.ca

Website: www.transportation.alberta.ca

Application – Name Change

SECTION 1 – APPLICANT INFORMATION (Please Print)

Complete **ONLY ONE** of the following **1A** or **1B** with the **NEW** name(s) that should appear on your Safety Fitness (SFC) / Operating Authority (OA) Certificate(s):

Motor Vehicle Identification Number (MVID) as shown on current SFC/OA certificate(s) held:
(e.g. 0000-12345) _____

1A NEW Corporate/Organization/Society/Municipality Name as registered with Alberta Corporate Registry or Municipal Government Act		
Legal Name (Trade Name not acceptable) _____		
1B NEW Individual or Joint Names (where more than one name appears on the vehicle registration, i.e. individual/individual name, individual/company name, or company/company name)		

(Last)	(First)	(Middle)
Driver's License # and Province/Territory/State:		

(Last)	(First)	(Middle)
Driver's License # and Province/Territory/State:		

Legal Name (When a corporation is member of joint ownership) _____		
1C Mailing Address		
Street/Box #:		

City:	Province:	Postal Code:
Phone #: ()	Cell Phone #: ()	Fax #: ()
Email:		

1D Principle Place of Business in Alberta (Must be a street address or legal land location, not a box number) This is where all records required by safety laws are retained, including driver/vehicle files and safety/maintenance program documents. (If different then what appears in 1C)		
Street/Legal Land Location _____		
City:	Province: Alberta	Postal Code:
Phone #: ()	Cell Phone #: ()	Fax #: ()

SECTION 2 – INSURANCE INFORMATION

2A Commodity Information

1. Are commodities (goods hauled) “owners own goods”? Yes No
2. If you haul Dangerous Goods as set out under the Schedule 1 of the *Dangerous Goods Regulation*, please list the Product Identification Number(s) (e.g. UN 1267)
- _____

2B Trucks Only – Public Liability and Property Damage Insurance (PL/PD)

Name of Insuring Company (agent/broker is **not** acceptable): _____

Policy/Binder Number: _____ Amount of Coverage: \$ _____

2C Trucks Only – Cargo Insurance

If you haul commodities (goods) identified in Schedule 1 (see page 4) or owners own goods, which are exempt from cargo insurance coverage proceed to Section 3.

If commodities (goods) hauled require cargo insurance, provide information below:

Name of Insuring Company (agent/broker is **not** acceptable): _____

Policy/Binder Number: _____ Amount of Coverage: \$ _____

2D RESIDENT CARRIERS: Buses (Including Vans) Only - Passenger Hazard/Short-Term Rental Insurance Policy Endorsement:

Indicate which endorsement is provided/maintained by your insurance company

- SEF 6C – Public Passenger Vehicle Endorsement
- SEF 6B – School Bus Endorsement

Name of Insuring Company (agent/broker is **not** acceptable): _____

Amount of Coverage Specified under the endorsement for:

Bodily injury to or the death of one person, one accident \$ _____

Bodily injury to or the death of two or more persons, one accident \$ _____

- SEF 5C – Short Term Rental Endorsement

Amount of Coverage Specified under the endorsement: \$ _____

2E Umbrella Policy

Where umbrella policy is held and has the following endorsement attached, complete the following:

- SEF101 – Public Passenger Vehicle (where applicable)

Name of Insuring Company (agent/broker is **not** acceptable): _____

Policy/Binder Number: _____

Amount of Coverage Specified under the endorsement for:

Bodily injury to or the death of one person, one accident \$ _____

Bodily injury to or the death of two or more persons, one accident \$ _____

2F NON-RESIDENT CARRIER (No Alberta Vehicle Registration)

Name of Insuring Company: _____

Policy/Binder Number: _____

Amount of Coverage: \$ _____

SECTION 3 – SUPPORTING DOCUMENTS

3A Resident Carrier (vehicle(s) are registered in Alberta)

- Copy of commercial vehicle inspection certificate(s), as completed by an authorized inspection station, for all vehicles, where applicable, that have an originally designed seating capacity of 11 or more (including the driver).
- Copy of commercial vehicle inspection certificates for all vehicles operating under an Operating Authority Certificate, where held.
- The “Amendment” filing fee for **each separate certificate type held** can be made by Visa, MasterCard or cheque made payable to Government of Alberta (See attached Payment Form)

3B Non-Resident Carrier (No Alberta Vehicle Registration, attach the following)

- Copy of home jurisdiction operating authority in the new name.
- Copy of DOT/Safety Fitness Certificate in the new name.
- Where pick-up of passengers occurs in Alberta, copy of Certificate of Amendment issued by Alberta Corporate Registry.
- The “Amendment” filing fee for **each separate certificate type held** can be made by Visa, MasterCard or cheque made payable to Government of Alberta (See attached Payment Form)

Vehicle Specifications	Minimum Cargo Insurance Required
For each vehicle having a registered gross weight not exceeding 12,700 kilograms	\$15,000
For each vehicle having a registered gross weight exceeding 12,700 kilograms but not exceeding 18,000 kilograms	\$20,000
For each vehicle having a registered gross weight of at least 18,000 kilograms but not exceeding 21,000 kilograms	\$20,000
For each vehicle having a registered gross weight exceeding 21,000 kilograms but not exceeding 37,000 kilograms	\$27,000
For each vehicle having a registered gross weight exceeding 37,000 kilograms	\$32,000

SCHEDULE 1 Goods Exempt From Cargo Insurance	
alfalfa (raw or pelletised)	lime
animal feed and related concentrates and supplements (not for human consumption)	loam
asphalt mix (bituminous)	logs
brick	lumber
cement (dry or wet)	newspapers
clay	organic manure
coal	peat moss
concrete products	propane
condensate	salt
crude oil	sand
crushed glass	sawdust
dead animals	scrap iron
drilling mud	septic tank refuse
fodder	snow
garbage	stone
grain	sugar beets (raw or pelletised)
granite	sulphur
granulite	topsoil
gravel	water
herculite	woodchips

Note: The *Commercial Vehicle Certificate And Insurance Regulation AR 314/2002, Section 24(1)(b)* indicates that cargo does not apply to a person who owns the goods that the person is transporting. (i.e. permanently mounted equipment, welding truck, tools, equipment owned by the person named on the vehicle registration certificate).

SECTION 4 - DECLARATION

I/We certify that the above and attached information is true and accurate. Please note that a copy of this application form may be provided to other interested parties.

This declaration must be signed by all individuals named on the vehicle registration (e.g. John Smith or John Smith & Mary Smith) (joint) and/or must be signed by an owner, manager or director when vehicle registration shows a corporate, society or organization name.

_____ Name (Print Name)	_____ Position	_____ Name (Print Name)	_____ Position
_____ Signature	_____ Date	_____ Signature	_____ Date
_____ Name (Print Name)	_____ Position	_____ Name (Print Name)	_____ Position
_____ Signature	_____ Date	_____ Signature	_____ Date

NOTE:

This application will be returned where the applicant has failed to fully complete all the questions and provide all requested information including the filing fee(s).

Any personal information obtained is collected under the authority of Section 166 of the Traffic Safety Act and Section 33 of the Freedom of Information and Protection of Privacy Act (FOIP) for the purpose of processing applications. Questions regarding the collection of personal information may be directed to Carrier Services at (403) 340-5021 or toll free in Alberta by first dialing 310-0000 or email carrier.services@gov.ab.ca

Payment Form

Name Change Application

APPLICATIONS ARE CONSIDERED INCOMPLETE WHEN RECEIVED WITHOUT THE FILING FEE.

PAYMENT IS NON-REFUNDABLE

Applicant's Name:	
Telephone #: ()	Cell #: ()
Email Address:	

PAYMENT OPTIONS: Cheque or Money Order (Payable to "Government of Alberta")

Cheque Attached <input type="checkbox"/>	Money Order Attached <input type="checkbox"/>
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PAYMENT OPTION: Credit Card (Visa, MasterCard, American Express)

Credit Card <input type="checkbox"/>

Credit Card Acceptance Policy Change

The Government of Alberta has changed the process for accepting credit card payments to protect the security of cardholder data. As of **December 2013**, Alberta Transportation can no longer accept credit card information in any format by phone, fax, email, or mail. You cannot include the credit card number on the application form. Failure to comply with the payment procedures will result in the application not being processed.

NOTE: IF YOU INTEND TO PAY THE APPLICATION FILING FEE BY **CREDIT CARD**, THEN YOU **MUST** CONTACT CARRIER SERVICES **PRIOR** TO SUBMITTING THE COMPLETED APPLICATION AT 403-340-5444 OR TOLL FREE IN ALBERTA BY FIRST DIALING 310-0000.

Please note the following fees MAY apply; to amend the certificate(s) to indicate the new name:

- Safety Fitness Certificate Amendment \$50
- Intra Provincial Operating Authority Amendment \$50
- Extra Provincial Operating Authority Amendment \$180

You must have the following information ready prior to calling:

- Credit Card Number, Expiry Date, Name of Cardholder, and Security Code Number (Indicated on the back of a Visa or MasterCard, or on the front of an American Express card).
- The confirmation number will be provided once the filing fee has been approved. You must enter the confirmation number below and submit this payment form when submitting the completed application.

Cardholder Name: (Please Print)	Confirmation #:
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