

Motor Carrier Online Access

**Currently you can use IE8, IE9, Firefox 5, Safari 5 or Chrome 12
Windows XP machines will no longer access this application**

From the DMV homepage <https://www.dmv.de.gov>
Under Vehicle Services
Select Motor Carrier Services
Select Motor Carrier Online Services

<https://www.dmv.de.gov/services/MotorCarrier/index.shtml>

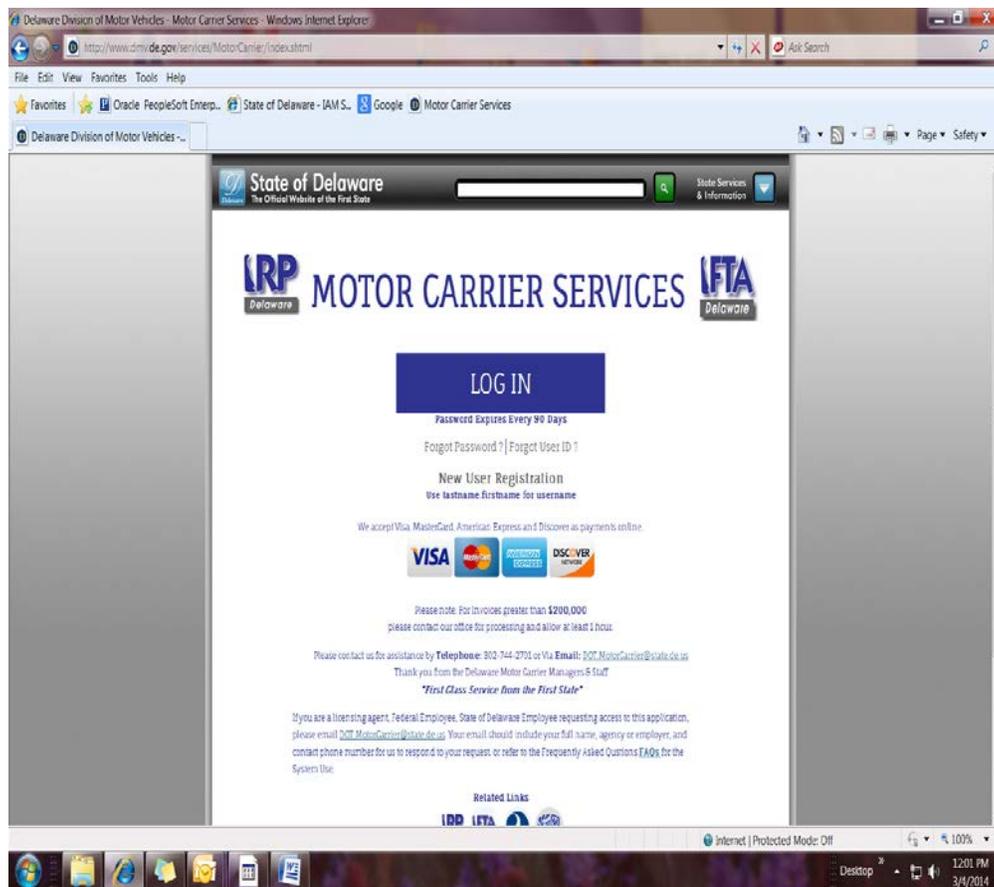
The log on system is a single sign on system for Delaware NOT just motor carrier. **Each** person in your company MUST have their own access. When that person separates employment from the company you can go into your account and delete their access. There is to be no sharing of accounts. If this occurs the managers can lock the online access.

Users are required to create their logon ID with firstname.lastname and email. Email and user ID's are unique and can only be used ONCE.

Select New User Registration hyperlink

- Please create your user ID as your firstname. lastname**
- User ID must be more than six characters total**
- Currently you can use IE8, IE9, Firefox 5, Safari 5 or Chrome 12
Windows XP machines will no longer access this application**

***EACH PERSON IS ONLY PERMITTED ONE LOG ON ID PER EMAIL ADDRESS



Complete the entire User Registration

Basic Information:

- First Name
- Last Name
- Valid Email address – This is the **ONLY** way we have to send you a reset password and we cannot change/correct it
- Confirm Email address

Contact Information

- Enter your physical street address
- **DO NOT ENTER A PO BOX** – your application will not pass the validation test
- City
- State – enter your abbreviated state do not spell out your state ie DE
- Five digit zip code
- Country = USA

User ID & Password

- User ID is required to be your **firstname.lastname**
- User ID must be more than ten (**10**) characters
- Password Policy
 - Password must not match or contain first name
 - Password must not match or contain last name
 - Password must be at least 10 character(s) long
 - Password must contain at least 1 numeric character(s)
 - Password must contain at least 1 special character(s)
 - Password must contain at least 1 uppercase letter(s)
 - Password must not be one of 8 previous passwords
 - Password must not match or contain user ID

Challenge questions and answers

- You must select three different questions
- You must answer with three different answers

*****MAKE SURE THAT YOU KEEP THE SECURITY QUESTIONS AND ANSWERS IN A SAFE PLACE. WE ARE UNABLE TO RETRIEVE THESE IN ORDER TO RESET YOUR PASSWORD.**



User Registration

Cancel Register

Please fill out the following fields:

* Required field

Basic Information

* First Name

Middle Name

* Last Name

* E-mail

* Confirm E-mail

Contact Information

* Street

PO Box

* City

* State

* ZIP/Postal Code

Country

Create User Id and Password

* User Login × **User Login is a unique identifier - Once created it cannot be changed**

* Password ⓘ

* Confirm Password

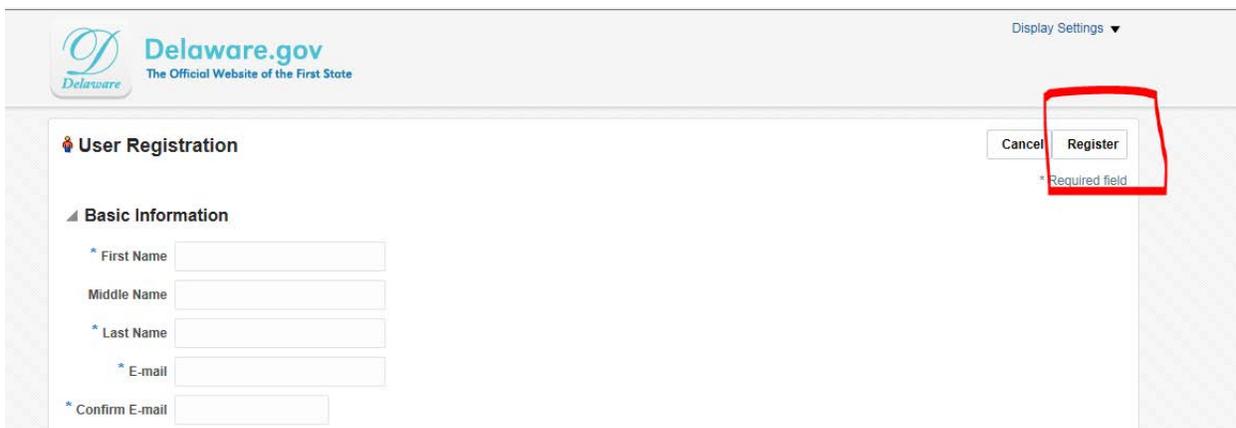
Select your challenge questions and answers

Enter your challenge questions for password resets. You may use a delivered question, modify a delivered question, or key your own question(s).

* Question 1 <input type="text"/>	▾	* Answer 1 <input type="text"/>
* Question 2 <input type="text"/>	▾	* Answer 2 <input type="text"/>
* Question 3 <input type="text"/>	▾	* Answer 3 <input type="text"/>

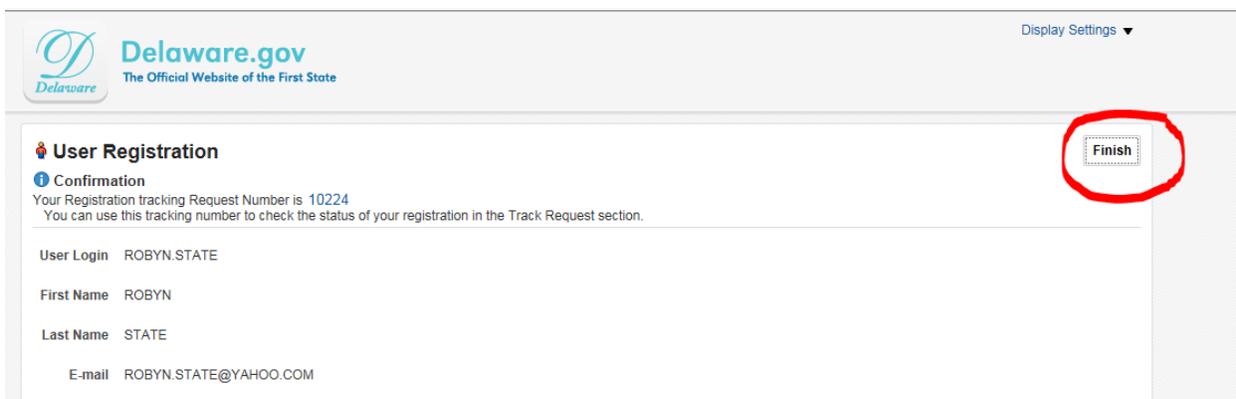
Upon completion of all sections, click Register in the upper right corner.

Once your registration is complete
Select Register at the top right corner of the page



The screenshot shows the Delaware.gov User Registration page. At the top left is the Delaware.gov logo with the tagline 'The Official Website of the First State'. At the top right is a 'Display Settings' dropdown menu. Below the logo is the 'User Registration' heading. To the right of the heading are two buttons: 'Cancel' and 'Register'. The 'Register' button is circled in red. Below the heading is a 'Basic Information' section with five input fields: 'First Name', 'Middle Name', 'Last Name', 'E-mail', and 'Confirm E-mail'. Each field has an asterisk indicating it is a required field.

When the page refreshes
Select Finish at the top right corner of the page

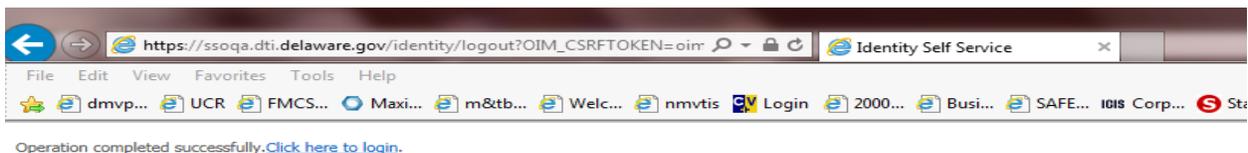


The screenshot shows the Delaware.gov User Registration Confirmation page. At the top left is the Delaware.gov logo. At the top right is a 'Display Settings' dropdown menu. Below the logo is the 'User Registration' heading. Below the heading is a 'Confirmation' section with a tracking number of 10224. Below the confirmation section is a table with the following information:

User Login	ROBYN.STATE
First Name	ROBYN
Last Name	STATE
E-mail	ROBYN.STATE@YAHOO.COM

To the right of the table is a 'Finish' button, which is circled in red.

When the page refreshes to the page below
Select Click here to login



Locate :

Motor Carrier Services System

Interstate commercial vehicle registration and fuel tax reporting system.
(International Registration Plan (IRP) & International Fuel Tax Agreement (IFTA))

Select the + add to cart

The screenshot shows the 'Request Access' page on Delaware.gov. At the top, there are navigation links: 'Application Links', 'User Guides', 'Display Settings', 'Sign Out', and 'ROBYN STATE'. Below the navigation is a progress bar with 'Add Access' and 'Checkout' buttons. A 'Cart' icon with a '1' notification is visible. The main content area is titled 'Request Profiles' and contains a search bar. A table lists three items:

Name	
Delaware Pensions: Retiree Self-Service Initial offering from OPen will be to allow users to create a DE-SSO account, subscribe to ePensions, and permit users to view their Pay Advice online.	+ Add to Cart
Motor Carrier Services System Interstate commercial vehicle registration and fuel tax reporting system. (International Registration Plan (IRP) & International Fuel Tax Agreement (IFTA))	+ Add to Cart
GIA Request access to the Grant in Aid application	+ Add to Cart

The '+ Add to Cart' button for the 'Motor Carrier Services System' is circled in red.

Select NEXT

This screenshot shows the same 'Request Access' page as above. The 'Next' button in the progress bar is now circled in red. The table below shows the 'Motor Carrier Services System' item with a dashed border around its '+ Add to Cart' button, indicating it has been added to the cart.

Name	
Delaware Pensions: Retiree Self-Service Initial offering from OPen will be to allow users to create a DE-SSO account, subscribe to ePensions, and permit users to view their Pay Advice online.	+ Add to Cart
Motor Carrier Services System Interstate commercial vehicle registration and fuel tax reporting system. (International Registration Plan (IRP) & International Fuel Tax Agreement (IFTA))	+ Add to Cart

Scroll down to DETAILS

Select the magnifying glass next to ADA Compliance Service Needed

The screenshot shows the 'Request Access' page for the 'Motor Carrier (IRP & IFTA Integrated) System'. The page includes a progress bar with 'Add Access' and 'Checkout' steps, and buttons for 'Cancel' and 'Next'. The 'Cart Details' section shows the item name and a 'Submit' button. The 'Request Details' section is expanded to show the 'Details' for the 'MOTOR CARRIER SERVICES SYSTEM'. The details include a description of the system and instructions for users. The 'ADA Compliance Service Needed' field is highlighted with a red circle.

Select NO
Select OK

The screenshot shows a dialog box titled 'Search and Select: ADA Compliance Service Needed'. The dialog box has a search bar and a table with the following content:

Meaning
No
Yes

The 'No' option is selected, and the 'OK' button is highlighted with a red circle.

Enter your Motor Carrier Account Number issued by the IRP/IFTA section

Enter your complete tax ID without the dashes

Enter your full company name without punctuation

Enter your five digit zip code to your physical location in Delaware

Then select READY TO SUBMIT

Cart items

Display Name
Motor Carrier (IRP & IFTA Integrated) System
Interstate commercial vehicle registration and road used fuel taxation system for International Registration Plan (IRP) and International Fuel Tax Agreement (IFTA).

Request Details Motor Carrier (IRP & IFTA Integrated) System Update

Details

MOTOR CARRIER SERVICES SYSTEM
Interstate commercial vehicle registration and fuel tax reporting system.
(International Registration Plan (IRP) & International Fuel Tax Agreement (IFTA))

This system was designed for our motor carriers to file their tax returns, re-print their IFTA license, order additional IFTA decals, and renew their IFTA accounts. Motor Carriers can also renew their IRP registration, add jurisdictions, print duplicate cab cards, and order duplicate plates and expiration decals.

We accept MasterCard, Visa, Discover and American Express as payments online. Please note that if your individual or combined invoices are greater than \$20,000 you will need to contact our office for processing and allow at least an hour.

The Motor Carrier staff is here to assist you in any way possible. Please call 302-744-2701 select option #2 or email us at DOT.MotorCarrier@state.de.us for assistance. Our hours of operation are M, T, Th & F 8-4:30 and W 8-8.

If you are a Licensing Agent, Federal or State employee please contact us at DOT.MotorCarrier@state.de.us. Include your full name, Agency/Employer and contact phone number for us to respond to your request.

Please enter the following information to subscribe to the DeIDOT Motor Carrier service. All fields are required. Once all fields have been completed, click [Ready to submit](#) and then [Submit](#) at the top to complete your subscription.

* ADA Compliance Service Needed

* Motor Carrier Account Number

* Tax Id

* Company Name

* Physical Location Zip Code

To access the requested application click [Motor Carrier \(IRP & IFTA Integrated\) System](#).

Ready to submit

Then select SUBMIT

Cart Details Submit Save As...

Cart items

Display Name
Motor Carrier (IRP & IFTA Integrated) System
Interstate commercial vehicle registration and road used fuel taxation system for International Registration Plan (IRP) and International Fuel Tax Agreement (IFTA).

Request Details Motor Carrier (IRP & IFTA Integrated) System Update

Details

MOTOR CARRIER SERVICES SYSTEM
Interstate commercial vehicle registration and fuel tax reporting system.
(International Registration Plan (IRP) & International Fuel Tax Agreement (IFTA))

This system was designed for our motor carriers to file their tax returns, re-print their IFTA license, order additional IFTA decals, and renew their IFTA accounts. Motor Carriers can also renew their IRP registration, add jurisdictions, print duplicate cab cards, and order duplicate plates and expiration decals.

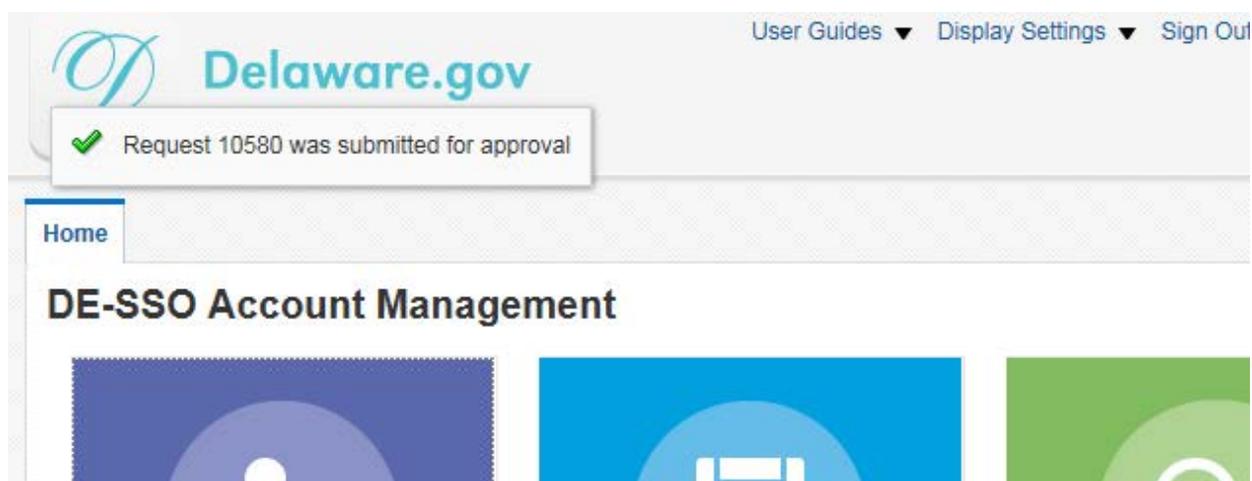
We accept MasterCard, Visa, Discover and American Express as payments online. Please note that if your individual or combined invoices are greater than \$20,000 you will need to contact our office for processing and allow at least an hour.

The Motor Carrier staff is here to assist you in any way possible. Please call 302-744-2701 select option #2 or email us at DOT.MotorCarrier@state.de.us for assistance. Our hours of operation are M, T, Th & F 8-4:30 and W 8-8.

If you are a Licensing Agent, Federal or State employee please contact us at DOT.MotorCarrier@state.de.us. Include your full name, Agency/Employer and contact phone number for us to respond to your request.

Ready to submit

You will get a request for approval on the top of your screen



You will need to log out at this time and wait for your approval into the application.

Once you receive the email approval you can log into the Motor Carrier System. This can take up to 48 hours depending on the day that you submit.