
	<b>Commercial Vehicle Safety &amp; Enforcement</b>	<b>SUBJECT:  HIGHWAY CROSSING PERMIT</b>
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## **Bulletin 31 – Highway Crossing Permit**

### 1. ISSUANCE

- (iii) A crossing permit is issued under Section 8(b) of the *Commercial Transport Act* and can be issued for any commercial vehicle. The permit can be marked valid for Sundays and General Holidays at the request of the applicant.
- (iv) In order to establish a legal highway crossing, the applicant must make a formal application as set out in Section 5 of the Highway (Industrial) Act to the local Highways' Office, or in the case of a municipal road, to the designated officer of the municipality.
- (v) A crossing permit may be issued for a specific crossing or may include all established and approved crossings in a given area or a given section of provincial highway: i.e. "all established and approved crossings in Quesnel Highways Districts" or "all established and approved crossings on Highway No. 19 between Courtenay and Port Hardy."
- (vi) Applicants are reminded that these permits are only valid for crossing by a commercial vehicle of:
  - (i) a highway in unorganized territory or an arterial highway in a municipality, or;
  - (ii) where the designated officer of a municipality has given written approval to the application for the crossing of highway other than an arterial highway, in a municipality.
- (vii) An MV4000 permit form is used. Section 3 should show a total weight and Section 5 should be completed. Size and weight limitations are relaxed for vehicles/loads crossing highways, however, our policy weight maximum should not be exceeded e.g. 23 000 kg tandem, 64 000 kg gross unless approved by local highways office, 1(b) above. The following should be added to Section 9 of the MV4000 permit: Load/Vehicle configurations must comply as posted on Forest Service Road Control Boards.
- (viii) Notwithstanding 2(b) and (c), Highway Crossing Permits will expire on December 31 of the calendar year in which they are issued.
- (ix) A vehicle replacement during the year shall be in accordance with the procedure outlined in [Bulletin 21\(4\)](#).

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2. INSURANCE

- (a) Before a permit is issued, the insurance requirement must be met. This is accomplished by selling the insurance at the time the permit is issued or, in the case of a licensed vehicle, noting on the permit the vehicle licence number and “Already Insured.”
- (b) If the vehicle is licensed on a quarterly basis, the onus is on the applicant to renew each quarter or purchase a Highway Crossing Insurance Certificate.
- (c) As cyclical licensing is now in effect, the vehicle licence and insurance may expire at anytime through the year. Again the onus is on the applicant to renew the licence and insurance or purchase a Highway Crossing Insurance Certificate.
- (d) For the purposes of 2(b) and (c) rubber stamps will be supplied to those offices which issue Highway Crossing Permits and this stamp shall be applied to all such permits. This stamp will state:

“NOT VALID UNLESS ACCOMPANIED WITH VALID CERTIFICATE OF INSURANCE”


If the permit is issued using CTMS, the above statement can be added to Section 9 of the Permit (Code 17).

- (e) Serially numbered insurance certificates shall be completed and distributed as follows:
  - (i) Original – to be attached to the applicant’s permit
  - (ii) Duplicate – to be forwarded with Motor Vehicle Cash Sheet
  - (iii) Triplicate – to be retained in book
- (f) The vehicle can be identified on the Insurance Certificate by any of the following methods:
  - (i) Serial Number
  - (ii) Registration Number
  - (ii) Fleet Number (if a permanent number)

Certificate shall contain ICBC fleet number if available. This number is NOT a vehicle identity number and is used only for ICBC purposes.

- (g) For applicable Insurance Premiums, please utilize the latest ones set by ICBC
- (h) In the event of a vehicle covered by a Highway Crossing Permit is replaced by another vehicle in mid-term you will complete a new Certificate of Insurance showing “O” premiums collected and quote the previous certificate number.

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3. Basically permits may be issued to any commercial vehicle, however, because of the safety concerns of extremely long vehicle combinations applications for overall length in excess of 31 metres shall be referred to the Manager of Compliance's office for approval.

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