

# STANDARD CARRIER ALPHA CODE APPLICATION FORM

The Standard Carrier Alpha Code (SCAC) is a unique two-to four-letter code assigned to transportation companies for identification purposes. The SCAC is required for Electronic Data Interchange (EDI), intermodal interchange agreements, U.S. Customs entry, when doing business with many shippers, on rate tariffs filed with regulatory agencies, government bills of lading, and on bids for government traffic. The SCAC's are published in the Directory of Standard Carrier Alpha Codes (SCAC), NMF 101 series, copyrighted by the National Motor Freight Traffic Association, Inc.

The National Motor Freight Traffic Association, Inc., (NMFTA) assigns SCAC's for all companies except railroads. Companies seeking identification marks for trailers, containers or chassis equipment operating in intermodal service should call NMFTA at (703) 838-1831 for further instructions. Railroads should contact Railinc Services, 7001 Weston Parkway, Ste 200, Cary, NC 27513, (919) 651-5042.

There is an annual charge for the assignment, publication and maintenance of each SCAC. The initial assignment fee is **\$30.00** U.S. funds drawn on a U.S. bank (\$36.00 U.S. funds if drawn on a Canadian bank). The renewal fee is \$28.00 U.S. funds drawn on a U.S. bank (\$34.00 U.S. funds if drawn on a Canadian bank). Payment is accepted by check or credit card. Checks should be made payable to **NMFTA** and mailed, along with this form, to: **National Motor Freight Traffic Association, Inc., 2200 Mill Rd., Alexandria, VA 22314-4687**. Persons paying by credit card should complete this form, including the credit card box below and return it to the address above or fax it to **(703) 683-6296, 6046 or 1094**. The SCAC will remain valid through July 1 of the following year and must be renewed on an annual basis.

**(PLEASE PRINT IN BLACK INK OR TYPE--SEE REVERSE FOR INSTRUCTIONS)**

①Legal Name \_\_\_\_\_

②Trade Name (if applicable) \_\_\_\_\_ Phone (     ) \_\_\_\_\_

③Headquarters Address \_\_\_\_\_ Fax (     ) \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ ZIP Code \_\_\_\_\_ Email \_\_\_\_\_

④MC No. (if applicable) \_\_\_\_\_ ⑤U.S. DOT No. (if applicable) \_\_\_\_\_ ⑥Freight \_\_\_\_\_ Passenger \_\_\_\_\_

⑦Circle the description below that best describes your operation if you are **not** a for-hire interstate motor carrier:

- |        |   |         |  |
|--------|---|---------|--|
| AGENTS | Carrier Tariff Publishing Bureau  | MINCDA  | For Hire Motor Freight Carrier Operating only in Canada  |
| AIRLIN | Air Carrier or Air Taxi   | MINEUR  | European Motor Carrier   |
| BIMXCA | Passenger Motor Carrier Operating only in Mexico or Central America                           | MINMEX  | Motor Freight Carrier Operating only in Mexico or South America  |
| BINCDA | Passenger Motor Carrier Operating only in Canada  | MINTRA  | For Hire Motor Freight Carrier Operating only within One State   |
| BINTRA | Passenger Motor Carrier with only Intrastate Operating Authority                              | MINUSA  | Motor Carrier Owned and Operated by the U.S. Govt.   |
| BROKER | Freight Transportation Broker not licensed by the Federal Highway Administration              | NVOCC   | Non-Vessel Operating Common Carrier  |
| EXEMPT | For Hire Motor Freight Carrier Hauling Exempt Commodities                                     | PENDING | Operating Registration Applied for but not yet Issued  |
| FF-AIR | Air Freight Forwarder   | PIPELN  | Pipe Line Company  |
| FRTFWD | Surface Freight Forwarder (if Licensed by the U.S. DOT or ICC provide DOT or FF number above) | PRVCAR  | Not for Hire Trucking Operation  |
| LEASCO | Equipment Leasing Company   | TVLAGT  | Travel Agency  |
| LOCART | For Hire Local Cartage Trucking Company   | WATAGT  | Steamship Agent  |
|        |   | WATRLN  | Steamship Co., Barge Line, Car Ferry, etc. (if licensed by the U.S. DOT or ICC provide DOT or WC number above) |

**[Use this section for name changes]**

Old Code \_\_\_\_\_ MC No. \_\_\_\_\_ U.S. DOT No. \_\_\_\_\_ Type of Carrier from Above List \_\_\_\_\_

Old Company Name \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ ZIP Code \_\_\_\_\_

**Name, Company, Address and Phone Number and Email of Person Completing This Form**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Phone (     ) \_\_\_\_\_

Email \_\_\_\_\_

**For Credit Card Payment Only -- \$30.00 Per Code**

Expiration Date \_\_\_\_\_  VISA  MasterCard  Amex  Discover

Card# \_\_\_\_\_

Person's Name on Card \_\_\_\_\_

Cardholder's Billing Address \_\_\_\_\_

Cardholder's Billing City, State, Zip \_\_\_\_\_

Signature \_\_\_\_\_

# INSTRUCTIONS FOR COMPLETING THE STANDARD CARRIER ALPHA CODE APPLICATION FORM

①**Legal Name.** Provide the complete legal name of the company to be assigned a code.

②**Trade Name.** Provide the complete trade name of the company to be assigned a code. The trade name is sometimes known as the doing business as, d/b/a, trading as, or t/a name.

③**Headquarters Address, City, State, ZIP Code, Phone, Fax and Email.** Provide the mailing address, phone, fax and email information for the main office of the company to be assigned a code.

④**MC No.** If the company to be assigned a code is a motor carrier, broker, freight forwarder or water carrier that has authority issued by the Interstate Commerce Commission or Federal Highway Administration, provide the certificate or docket number here. If the authority has been applied for, but not yet issued, write "PENDING" in this space. If the company does not have a certificate or docket number, complete ⑦ below.

⑤**U.S. DOT No.** If the company to be assigned a code is a motor carrier that has been issued a DOT census number, provide that number here.

⑥**Freight/Passenger.** If the company to be assigned a code is involved in the transportation of goods, mark freight. If the company is involved in the transportation of people, mark passenger. Mark both if the company transports both goods and people.

⑦**If the company does not have a certificate or docket number,** circle the description that best describes the company's primary type of operation.

**AGENTS** is for individuals or companies that publish rates for carriers. Agents for household goods carriers should provide their MC number if they have one or select LOCART or MINTRA.

**AIRLIN** identifies a company that transports people or goods via air and includes helicopter services and air ambulance services.

A **BROKER** is a person or company, other than a motor carrier or an employee or agent of a motor carrier, that as a principal or agent sells, offers for sale, negotiates for, or holds itself out by solicitation, advertisement, or otherwise as selling, providing, or arranging for, transportation by motor carrier for compensation. Brokers operating in the United States are required to obtain a license from the Federal Highway Administration and should provide their Broker's MC number at ④. Brokers operating outside of the jurisdiction of the Federal Highway Administration should circle **BROKER**.

Motor carriers operating the United States that are exclusively engaged in transportation for compensation of exempt commodities should circle **EXEMPT**.

A freight forwarder means a person holding itself out to the general public (other than as a pipeline, rail, motor, or water carrier) to provide transportation of property for compensation and in the ordinary course of its business--(A) assembles and consolidates, or provides for assembling and consolidating, shipments and performs or provides for break-bulk and distribution operations of the shipments; (B) assumes responsibility for the transportation from the place of receipt to the place of destination; and (C) uses for any part of the transportation a carrier subject to jurisdiction of the ICC Termination Act. In the United States, surface freight forwarders as described above are required to be registered with the Federal Highway Administration and are issued certificate numbers beginning with "FF".

**FRTFWD** applies to freight forwarders that are not required to register with the Federal Highway Administration other than airfreight forwarders.

**FF-AIR**, or airfreight forwarder, is a company consolidating shipments for transportation by an air carrier.

**PRVCAR**, or private carrier, means a company involved in transportation on a not-for-compensation basis. A company transporting its own goods on its own vehicles without compensation for the transportation would be a private carrier.

**WATRLN** means a company engaged in transportation by vessel over a body of water such as a steamship line, tug boat operation, barge line, etc.

**Use this section for name changes.** If the company to be assigned a code previously operated under a different name, complete this section.

**Name, Company, Address, Phone Number and Email of Person Completing this Form.** Provide the name, address, etc. of the person completing the application. This is the address where the confirmation letter will be sent.

**For Credit Card Payment Only.** If payment is to be made by credit card, provide all the requested information. The person's name on Card is the name of the person to whom the card is issued. The Card Holder's Billing Address, City, State and ZIP Code is the address where you receive your monthly statement. We are required by the credit card companies to provide this information as part of the card validation process.

If you are paying by check, complete this form and mail it together with your payment to **NMFTA, 2200 Mill Rd., Alexandria, VA 22314**. If you are paying by credit card, fax your completed application to 703-683-6296, 6046 or 1094. You will be notified of the code assignment by mail.