



Indiana Department of Revenue
Motor Carrier Services Department
Credit Card Authorization Form

This form is used to pay for Indiana Department of Revenue (DOR) Motor Carrier Services (MCS) transactions by credit or debit card.

You must provide this authorization form along with your paperwork or bill to the appropriate MCS section. Instructions and fax numbers are listed on the next page.

Please note: Transactions and payments for two or more MCS sections cannot be combined. We cannot accept multiple payment types for a single transaction.

Legal Name: _____

DBA Name: _____

Name on Credit Card: _____

Address: _____ City: _____ State: _____ Zip Code: _____

Telephone Number: _____

DOT Number: _____ FHWA/MC Number: _____

TID Number: _____ FEIN/SSN: _____

IRP Account Number: _____ Fleet Number: _____

Transaction Numbers: _____ Reg. Year: _____

Mastercard Visa Discover

Account Number: _____ - _____ - _____ - _____ Expiration Date: ____/____

CVV Code _____ Amount: \$ _____ Put on File: One-time Use:

Cardholder's Signature: _____ Email: _____

I agree to the credit card processing fee of \$1 + 1.99% of the total amount of the transaction..

Instructions for MC-CCP, Credit Card Authorization Form DOR Motor Carrier Services

Note: Use this form if paying by Visa, Mastercard or Discover.

Legal Name: The name of the sole proprietor, legal partnership or corporation.

DBA Name: The name under which your business operates, if different than the legal name. Enter "N/A" if this does not apply.

Name on Credit Card: The name that appears on the credit card.

Address: The complete mailing address of the credit card account holder.

Telephone Number: The telephone number, including area code, of your principal place of business.

DOT Number: The US DOT number or Indiana ID number assigned to your motor carrier operation by either the U.S. Department of Transportation or the Indiana Department of Revenue. Enter "N/A" if you are a new applicant.

FHWA/MC Number: The motor carrier "FHWA" or "MC" number under which the Federal Highway Administration (FHWA) issued your operating authority, if applicable. Enter "N/A" if this does not apply.

Taxpayer Identification Number: The Taxpayer Identification Number issued by the Indiana Department of Revenue. Enter "N/A" if you are a new applicant.

FEIN/SSN: The Federal Employer Identification Number for corporations, partnerships and LLCs. Enter your Social Security number if you are a sole proprietor.

International Registration Plan Number: The IRP (International Registration Plan) number issued by the Indiana Department of Revenue. Enter "N/A" if you are a new applicant or if this does not apply.

Fleet Number: The fleet number for your IRP account number. Enter "N/A" if you are a new applicant or if this does not apply.

Transaction Number: The transaction number for your IRP renewal. This can be found on your preprinted IRP renewal. Enter "N/A" if you are a new applicant or if this does not apply.

Reg. Year: The calendar year for which you are remitting fees. Enter "N/A" if you are a new applicant or if this does not apply.

Mastercard, Visa or Discover: Mark the box that applies.

Account Number: The account number for the credit card you are using.

Expiration Date: The credit card's four-digit expiration date (MM/YY).

CVV Code: The three-digit CVV code found on the back of the credit card.

Amount: The amount you authorize DOR to charge for this transaction. Additional transaction fees may apply.

Put on File: Select this option to allow MCS to use this card for future transactions.

One-Time Use: This option gives DOR permission to use this credit card for this transaction only.

Cardholders Signature: We cannot process your transaction without the signature of the person whose name appears on the card.

Email: Your email address.

For faster service, fax your paperwork and this form to correct number below. **Reminder:** Paperwork and payments forms for two or more separate MCS sections cannot be combined.

Motor Carrier Services Fax Numbers

MCFT & IFTA: (317) 615-7333

IRP: (317) 615-7241

OS/OW: (317) 615-7241

Customer Service: (317) 615-7389