

[Save \\$5 by registering through our services online.](#)

The information required in the form is necessary to process your application. All confidential information will be kept confidential except to the extent provided by the laws administered by the Commission des transports du Québec. The information may be released to another public body, if applicable, under an agreement for this purpose under the terms of the Act respecting access to documents held by public bodies and the protection of personal information.

IMPORTANT

- Only legal person not established or not carrying on a business in Québec and natural person may use the English version of the form.
- Consult the guide before completing this form.
- The “Required documents” section informs you what documents you must attach to your application.

CTQ use only

Numéro de demande :

Numéro de revenu :

NIR : R-

1 – Identification

Business

Business name

Other name under which you do business, if applicable.

Individual Male Female

Last name

Given name

Other name under which you do business, if applicable.

Enter the requested numbers or check the boxes corresponding to your situation.

Québec enterprise number – NEQ
(See guide, page 2)

or

I do not have to be registered with the Registraire des entreprises (REQ).

IFTA permit number
(See guide, page 2)

or

I only drive within the Province of Québec.
 My vehicles are not covered by the International Fuel Tax Agreement.
 My vehicles are included in the fleet of an operator IFTA's registration
Number : _____

Employer number – CNESST
(See guide, page 2)

I do not employ any workers in Québec.
 I have employed at least one worker in Québec since Year | | Month | Day |. He or she is not an administrator, manager or owner of the business. Register me as an employer with the Commission des normes, de l'équité, de la santé et de la sécurité du travail (CNESST). I consent to the disclosure of my personal information as required for my registration and I authorize you to receive my employer number.

Business address

Number		Street			Apartment	
Postal Box	Rural Route	Station	Additional Information			
City, village or municipality				Province or State	Postal code	
Area code Telephone	Extension	Area code Cell	Area code Fax*			
E-mail address *						

* I accept to receive all documents that may be sent to me at the e-mail address or the fax number mentioned above and I agree to advise the Commission des transports of any change.

Québec representative

If your business address is located outside of Québec and you do business in Québec, you must furnish the name and address of your Québec representative.

Name					
Number		Street			Apartment
Postal Box	Rural Route	Station	Additional Information		
City, village or municipality				Québec Province	Postal code
Area code Telephone	Extension	Area code Cell	Area code Fax*		
E-mail address *					

* I accept that my Québec representative receives all documents that may be sent to me at the e-mail address or the fax number mentioned above and I agree to advise the Commission des transports of any change.

2 – Registration

Indicate in which capacity you want to be registered:

Owner only Operator only Owner and operator

! If you were not in the transportation field, you must give an estimate in response to questions 3, 4 and 5.

3 – Description of the extent and type of activities carried on

3.1 Estimating the distance, as the crow flies, from your home port, indicate the percentage of your transport activities carried out beyond a 160 kilometrage radius.

%

3.2 What percentage of your transport activities is carried out for hire for compensation?







%

4 – Description and use of heavy vehicles

>> If you are only transporting persons, go to question 5.

4.1 – Vehicles put into operation or operated in Québec (registered in Québec or in the United States)

Before completing this section, see guide, page 3.

Type of vehicle	Owner only	Owner and operator	Operator only	
			Lease on subcontract (subcontractor)	Short-term lease (lessee)
Indicate the number of vehicles that have a gross vehicle weight rating (GVWR) of 4,500 kg and over				
a) Tow truck 				
b) Straight-body truck with dump box 				
c) Straight-body truck or van 				
d) Tractor 				
e) Vehicle fitted with equipment 				
f) Tank truck 				
Indicate the number of vehicles that have a gross vehicle weight rating (GVWR) of less than 4,500 kg				
a) Tow truck				
b) Vehicle transporting dangerous substances requiring placards or Vehicle pulling a trailer or semi-trailer with a gross weight rating of 4,500 kg or more				

4.2 – Kilometrage of operated vehicles

For vehicles operated in Québec, enter the kilometrage logged or estimated:

- Total kilometers (including kilometers outside of Québec): km
- Percentage logged in Québec: %

4.3 – Trailers and semi-trailers registered in Québec

>> If you do not have any trailer or semi-trailer, go to question 4.4.

Number
(registered in
Québec)

Indicate the number of vehicles that have a gross vehicle weight rating (GVWR) of 4,500 kg and over

a) Van	
b) Flat bed	
c) Tank trailer	
d) Dump trailer	

4.4 – Nature of activities

4.4.1 Compared with your total transport activities, what percentage is devoted to the transportation of dangerous substances requiring placards:

%

4.4.2 Including dangerous substances, what percentage of your activities is devoted to the transportation of:

a) General freight %

b) Moving %

c) Liquid bulk (tank truck) %

d) Dry bulk %

e) Forest products %

f) Oversize and overweight transport %

g) Towing %

h) Waste and household garbage %

i) Other activities (examples:
electrician, plumber, etc.),
specify: %

Total: 100 %

5 – Buses, minibuses and ambulances put into operation or operated in Québec (registered in Québec or in the United States)

Before completing this section, see guide, page 4.

>> If you do not transport persons or if you do not own a bus, minibus or ambulance, go to question 6.

! Before being authorized to put into operation or operate heavy vehicles in Québec, you could be subject to an assessment of your knowledge related to the transportation of persons.

Type of vehicle	Owner only	Owner and operator	Operator only (short-term leasing)
Bus			
Minibus			
Ambulance			

5.1 – Kilometrage of operated vehicles

For vehicles operated in Québec, enter the kilometrage logged or estimated:

- Total kilometers (including kilometers outside of Québec) : km
- Percentage logged in Québec : %

5.2 – Nature of activities

What percentage of all of your transportation activities is devoted to each service?

- a) Charter %
- b) School %
- c) Urban %
- d) Interurban %
- i) Other %
- Total :** %

6 – Safety fitness certificate from another administrative authority

Do you hold or have you held in the past three years a safety fitness certificate issued by another Canadian province, or a registration number issued by the United States or Mexico?

No Yes, indicate the number below:

	Certificate number		Registration number
Ontario (CVOR)	<input type="text"/>	United States (DOT)	<input type="text"/>
New Brunswick	<input type="text"/>	Mexico	<input type="text"/>
Nova Scotia	<input type="text"/>		
Newfoundland	<input type="text"/>		
Prince Edward Island	<input type="text"/>		
Manitoba	<input type="text"/>		
Saskatchewan	<input type="text"/>		
Alberta	<input type="text"/>		
British Columbia	<input type="text"/>		
Yukon	<input type="text"/>		
Northwest Territories	<input type="text"/>		

7 – Criminal or indictable offences

Have you, an administrator, a partner or an officer of your company been found guilty of a criminal offence in the last 5 years related to the use of a heavy vehicle for which a pardon was not obtained?

Or

Have you been found guilty of an indictable offence in the last 3 years related to the use of a heavy vehicle?

No Yes If yes, specify the name of the person who has been **declared guilty of a criminal act or an indictable offence**

(if more than one person, add a list with their last names, first names and the position of each person)

Name

Position

8 – Fines

Do you have any unpaid fines that were levied under the Act Respecting Owners, Operators and Drivers of Heavy Vehicles, the Transport Act or the Highway Safety Code (see guide, page 5)?

No Yes

9 – Safety rating

While filing this application, you must verify the list of people and companies who have an **“unsatisfactory”** safety rating in Quebec imposed under the Act Respecting Owners, Operators and Drivers of Heavy Vehicles (this list is available on the homepage of the French version of the website of the Commission des transports du Québec “cote de sécurité et listes”).

Are you, an administrator, a partner or an officer of your company on this list?

No Yes If yes, specify the name of the person who has an **“unsatisfactory” safety rating**
(if more than one person, add a list with their last names, first names and the position of each person)

Name

Position

10 – Declaration and signature

I declare that the information given in this form is true and accurate.

Signature

Name in block letters

____|____|____|____|____|____|____|____|____|____|____|____|____|____|____|____|

Year

Month

Day

False declaration

Whoever makes a false declaration or provides false information is guilty of an offence and is liable to the penalties provided for under the Act and penalization by the CTQ, in addition to costs.

Required documents

If your application is made under the name of a natural person, you must join a copy of your driver's license.

Fees

In order to determine the amount of the payment that you should send with your application, please consult the form "[Fees—Owners and Operators of Heavy Vehicles](#)" (CTQ-340A) that is available on our website. The various ways to make the payment are also mentioned on the form.

By using internet, you will save time and \$5 off the inscription fee. You will not need to send us any documents. It's easy, efficient and secure! Go to www.ctq.gouv.qc.ca and click on "Inscription au RPEVL" (available in French only).

Submit your application

Send the signed form along with the payment and the required documents:

By secure email	www.ctq.gouv.qc.ca/en/to_reach_us	
By Fax	514 873-4720 or 418 644-8034	
By mail	Commission des transports du Québec 200, chemin Sainte-Foy, 7 th floor Québec (Québec) G1R 5V5	
In person	545, boulevard Crémazie East 10 th floor, Office 1000, Montréal	200, chemin Sainte-Foy, 7 th floor, Québec

To reach us

Internet address	www.ctq.gouv.qc.ca
By phone	Montreal area : 514 873-6424 All other areas : 1 888 461-2433