



Class 9: Over-Dimensional Vehicle Permitting

User's Guide

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Introduction

Class 9 Permits are required for all loads/vehicles that are in excess of maximum allowances and are required to obtain before starting the trip. Class nine is any vehicle weighing over 100,000 pounds.

Other factors such as maximum gross weight and size limits in excess of standard limits will also require the overweight/oversize permit.

The Pennsylvania Turnpike has developed this Class 9 program to streamline the process for submitting your information to obtain overweight/oversize permits. Follow the instructions below to familiarize yourself with the system, and become a member today.

Getting Started

If you do not have a username and password, or if you never applied for a Class 9 permit from the Pennsylvania Turnpike, you will start by creating a new account (Existing users simply enter the username and password in the areas indicated).

PTC TRUCKING MEMBERS LOGIN

You must have a username and password to obtain a class 9 hauling permit.

Already a member? Sign in below.

FORGOT YOUR PASSWORD? [CLICK HERE TO RETREIVE IT.](#)

USERNAME:

PASSWORD:

LOGIN

Don't have a Trucking Permit Login?
[CLICK HERE TO CREATE A NEW ACCOUNT.](#)

Click on the “CLICK HERE TO CREATE A NEW ACCOUNT” link.

Create New Account

Enter your account information in the boxes provided.

TRUCKING PERMIT ACCOUNT SIGNUP	
ARE YOU A PERMIT COMPANY?	<input type="checkbox"/> YES
NAME:	<input type="text"/>
ADDRESS:	<input type="text"/>
CITY:	<input type="text"/>
STATE:	PA - Pennsylvania ▼
ZIP:	<input type="text"/>
PHONE:	<input type="text"/>
FAX:	<input type="text"/>
PRIMARY EMAIL ADDRESS:	<input type="text"/> ?
2 ND EMAIL ADDRESS:	<input type="text"/> ?
3 RD EMAIL ADDRESS:	<input type="text"/> ?
<input type="button" value="SUBMIT"/>	

If you have problems, refer to the next section (Required Fields) which will explain the required fields. Otherwise click the submit button and continue on to the Confirmation Message.

Required Fields

Please note that Name, Address, City, State, Zip, Phone, and Primary Email Address are required fields.

If you do not enter this information you will receive arrows pointing to the field that requires information. An example is as follows:

TRUCKING PERMIT ACCOUNT SIGNUP	
ARE YOU A PERMIT COMPANY?	<input type="checkbox"/> YES
NAME:	<input type="text"/> <<<
ADDRESS:	<input type="text"/> <<<
CITY:	<input type="text"/> <<<
STATE:	PA - Pennsylvania ▼
ZIP:	<input type="text"/> <<<
PHONE:	<input type="text"/> <<<
FAX:	<input type="text"/>
PRIMARY EMAIL ADDRESS:	<input type="text"/> ? <<<
2 ND EMAIL ADDRESS:	<input type="text"/> ?
3 RD EMAIL ADDRESS:	<input type="text"/> ?
<input type="button" value="SUBMIT"/>	

Confirmation Message

You should receive the following confirmation message:

Overdimensional Special Hauling Permit Account Confirmation

Congratulations, you've successfully created an Overdimensional Special Hauling Permit account.

Included below are your username and password to access this site. You may use this information to submit new permit requests, view the status of your current permit requests, cancel a permit request, update your member information, and print your Overdimensional Special Hauling Permits.

Username:	ptc61469
Password:	778vYeDD
Login URL:	http://www.PaTurnpike.com/Permit

[Click Here To Continue](#)

This will contain your username and password used to login to the Class 9 section of the site.

Confirmation Email

You will also receive a confirmation email from "PTC Overdimensional Administrator"

Username: ptc75592
Password: g6H554ddWW
Web Link: <http://www.paTurnpike.com/permit>
Applicant Name: Test User
Address: 123 Main Street
Philadelphia, PA 19111
Phone: 215-555-3333
FAX: 215-555-4444

Signup Date: 10/10/2014 3:41:13 PM

Please select "Click Here to Continue" which will take you to the next screen.

Using Class 9 Permit

This is the main members permit information page, which will show you any current permit information that is assigned to your account.

CURRENT PERMIT INFORMATION FOR TEST USER

The current status of approved, denied, pending and cancelled overdimensional permits are listed below. If you require additional information, please call the Pennsylvania Turnpike Commission Trucking/Commercial Division at (800) 331-3414

Use the navigation buttons above to enter a new permit request, or manage your account information.

[CLICK HERE TO VIEW CURRENT TEMPORARY TRAVEL RESTRICTIONS](#)

New Permit Request

If you select "New Permit Request," the following page will appear:

Pennsylvania Turnpike Commission Overdimensional Special Hauling Permit Application



* Required fields are underlined and in bold

The following are steps needed to complete the new permit request application:

Motor Carrier Information

Most of this information should already be automatically filled out because it will pull the information from the information you provided at signup.

MOTOR CARRIER INFORMATION					
<u>Carrier Name:</u>		<u>E-mail:</u>	testuser@testcompany.com		
<u>Applicant Name:</u>	Test User	<u>Address:</u>	123 Main Street		
<u>City:</u>	Philadelphia	<u>State:</u>	PA - Pennsylvania ▼	<u>Zip:</u>	19111
<u>Phone:</u>	215-555-3333	<u>Fax:</u>	215-555-4444	<u>Acct No:</u>	16360

Route Information

Please provide the following information:

- Travel Begins (Month, Date, Year)
- Interchange (Entering)
- Interchange (Exiting)

ROUTE INFORMATION					
<u>Travel Begins:</u>	October ▼	10 ▼	2014 ▼	<u>?</u>	
<u>Interchange Enter:</u>	** MAINLINE TURNPIKE ** ▼			<u>Exit:</u>	** MAINLINE TURNPIKE ** ▼

Size Information

Please provide the following information:

- Total Length
- Total Widths
- Total Heights
- Front Bumper Overhang
- Rear Bumper Overhang

Do not put quotation marks (" or ') to indicate feet or inches – only the number is required.

SIZE INFORMATION				
<u>Total Lengths (less than or equal to) ?</u> <small>* VEHICLE INCLUDING ALL TRAILERS</small>	<input type="text"/>	Ft	<input type="text"/>	In
<u>Total Widths (less than or equal to) ?</u> <small>* VEHICLE INCLUDING ALL EXTENDING CARGO</small>	<input type="text"/>	Ft	<input type="text"/>	In
<u>Total Heights (less than or equal to) ?</u> <small>* VEHICLE INCLUDING ALL EXTENDING CARGO</small>	<input type="text"/>	Ft	<input type="text"/>	In
Front Bumper Overhang:	<input type="text"/>	Ft	<input type="text"/>	In
Rear Bumper Overhang:	<input type="text"/>	Ft	<input type="text"/>	In

Weight/Load Information

Please provide the following information:

- Gross Weight
- Divisibility of Load
- Number of axles
- Total axle weights
- Axle distances

WEIGHT / LOAD INFORMATION						
GROSS WEIGHT (LBS):	<input type="text"/>	LOAD DIVISIBLE:	<input type="radio"/> No <input type="radio"/> Yes ?	Number of Axles:	<input type="text" value="2"/>	
<u>TOTAL AXLE WEIGHTS</u>	<u>AXLE DISTANCES</u>					
Front	<input type="text"/>	Lbs	2nd	<input type="text"/>	Ft <input type="text"/>	In

Power & Drawn Units Information

Please provide the following information:

- Unit Number
- Equipment Type
- Registration/VIN
- State
- # Axles

POWER AND DRAWN UNITS INFORMATION					
Equipment Type:	<input type="text"/>				
Registration/VIN:	<input type="text"/>	State:	<input type="text" value="PA - Pennsylvania"/>	#Axles:	<input type="text"/>

Other Information & Comments

This is a field to provide additional information that would be necessary in your permit request from the PA Turnpike.

If you are a PA Turnpike contractor, traveling for a Contract assignment, check the checkbox next to 'Check here if this permit is needed for PA Turnpike contract work.'

OTHER INFORMATION AND COMMENTS:
<input type="checkbox"/> CHECK HERE IF THIS PERMIT IS NEEDED FOR PA TURNPIKE CONTRACT WORK.

Travel Restrictions

Information concerning travel restrictions, which may apply to your permit request, is available on the Pennsylvania Turnpike's website at https://www.paturnpike.com/commercial/permit_info.aspx.

Information regarding travel restrictions is listed at the bottom of your permit request page. A link for temporary travel restrictions is also provided.

Please review this information carefully as it periodically changes.

Submitting Permit Request

If you would like to preview the disposition of the permit request without submitting it, click on the Preview button. This allows you to see if your permit would be granted. If you preview a permit request and would like to submit it, you will still need to go back to the permit application and submit it.

Finally before clicking "Submit," please review your request: to make sure that all required information is supplied. Then enter the name of the individual submitting the Class 9 permit request.

Payment for overdimensional loads can be made by COM check or cash.

E-ZPass is not accepted.

Information on this form was entered by:

If you would like to verify if your permit would be approved, click the "Preview" button. After previewing your disposition, you can return to your permit for final submittal. Please review your information carefully before clicking the "submit" button to submit your permit request. After clicking "Submit" please wait for a response on the status of your permit.

The status of your permit request will appear on the screen.

1. If the request is GRANTED please print the permit, and have the driver carry the permit with them as they travel the turnpike. The permit must be presented at the entering interchange, and a Class 9 travel toll ticket must be obtained.
2. If the request is DENIED, the reason for the denial will appear.
3. If the request is NOT REQUIRED, a tracking number will be displayed that can be used for to show Pennsylvania Turnpike permit status to other agencies.
4. If the request REQUIRES ENGINEERING APPROVAL, you may elect to submit the application for this approval by clicking the button "Submit for Engineering Approval". An email will be sent to the email address(s) supplied during signup to indicate the status of the request.

You can log in at any point to see the status of your permit requests.

Modify Info

Should you choose to make changes to your profile you can do using the "Modify Info" link in the navigation menu.


ACCOUNT MODIFICATION

USERNAME:	<input type="text" value="ptc75592"/>
ARE YOU A PERMIT COMPANY?	<input type="checkbox"/> YES
NAME:	<input type="text" value="Test User"/>
ADDRESS:	<input type="text" value="123 Main Street"/>
CITY:	<input type="text" value="Philadelphia"/>
STATE:	<input type="text" value="PA - Pennsylvania"/>
ZIP:	<input type="text" value="19111"/>
PHONE:	<input type="text" value="2155553333"/>
FAX:	<input type="text" value="2155554444"/>
PRIMARY EMAIL ADDRESS:	<input type="text" value="testuser@testcompany.com"/> ?
2 ND EMAIL ADDRESS:	<input type="text"/> ?
3 RD EMAIL ADDRESS:	<input type="text"/> ?

The screen will have your existing account information already filled out. To modify simply change the information you wish to update and click submit.

Modify Password

You can modify your password by clicking on the “CHANGE YOUR PASSWORD” button at the bottom of the Modify Info page. You will be brought to this screen:



The screenshot shows a form titled "Update Your Password". It contains three input fields: "OLD PASSWORD:", "NEW PASSWORD:", and "REENTER NEW PASSWORD:". Below the fields is a blue "UPDATE" button.

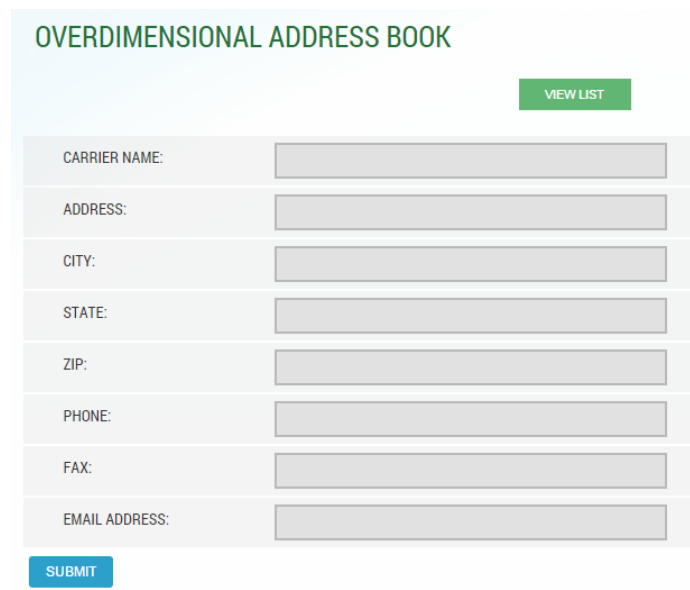
Enter your old password, then your new desired password twice, in the two fields listed. Then, click “Update”. You will receive a confirmation that your password has been updated successfully on the screen:



The screenshot shows the same "Update Your Password" form, but with a green message above the input fields: "Your password has been updated successfully." The "UPDATE" button is still present at the bottom.

Address Book

The address book allows you to add, modify and delete carriers from your account list.



The screenshot shows a form titled "OVERDIMENSIONAL ADDRESS BOOK". It has a green "VIEW LIST" button in the top right corner. Below it are several input fields: "CARRIER NAME:", "ADDRESS:", "CITY:", "STATE:", "ZIP:", "PHONE:", "FAX:", and "EMAIL ADDRESS:". At the bottom left is a blue "SUBMIT" button.

You may also view your existing list of carriers by selecting the “View List” link above. This will show the following screen:

Carrier Name	Address
User Testing	7905 Browning Road, Pennsauken, NJ, 08109

- Carrier Name: The name used to create the account
- Address: The address given to create the account

You may select “Create New Entry,” which will return you to the previous screen.

Archive

The Archive Permit Information is a cumulative list of all permits associated with this account. Since they are “Archived,” these are past permits requested. The example doesn’t have any listed but the information would include the following:

- Permit Number
- Name
- Permit Date
- Requested by

Permit #	Name	Permit Date	Requested By
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Comments

Comments are a way of providing feedback to the PA Turnpike in the form of suggestions or comments. Please be constructive in your remarks.

Please share your comments and suggestions with us. Enter your comments below and any other additional information you'd like to include, then click Submit.

COMMENTS/SUGGESTIONS:

Optional Information

YOUR NAME:

EMAIL ADDRESS:

CONTACT PHONE NUMBER:

PERMIT NUMBER:

SUBMIT

Once you have provided the information you wish to give, please select the submit button. Your comments will be sent and if you choose to provide the optional information you may get a response to your comment.

[Logout](#)

Logout will log you off the system and return you to the Class 9 Permit main page.

PTC TRUCKING MEMBERS LOGIN

You must have a username and password to obtain a class 9 hauling permit.

Already a member? Sign in below.

FORGOT YOUR PASSWORD? [CLICK HERE TO RETREIVE IT.](#)

USERNAME:

PASSWORD:

LOGIN

Don't have a Trucking Permit Login?

[CLICK HERE TO CREATE A NEW ACCOUNT.](#)

Retrieve Lost Password

If you lost your password for any reason you can always use the “click here to retrieve it” link from the Class 9 Login page. This will take you to the following page:

Forgot Your Password?

Enter your email address or username below.
Then click the Submit button.

[Click here to Login.](#)

[Click here to signup for a new account.](#)

Once you have filled in your username or email address then click the submit button. The result should be the following:

Forgot Your Password?

Enter your email address or username below.
Then click the Submit button.

Your password has been successfully emailed to you.

[Click here to Login.](#)

[Click here to signup for a new account.](#)

You should receive an email with your username/password. It will look like the following:

-----Original Message-----

From: PTC Overdimensional Administrator [mailto:ibill.marketing@paturnpike.com]

Sent: Friday, October 10, 2014 4:50 PM

To: Test User

Subject: PTC Trucking Member Information

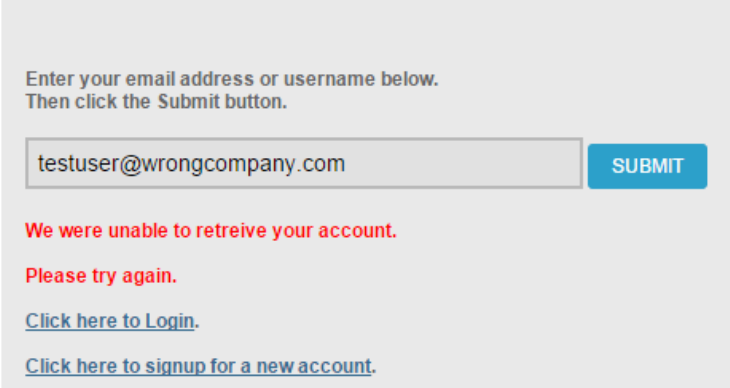
Here is the information you requested.

Username: ptc75592

Password: g6H554ddWW

The real username/password has been edited out for demo purposes.

If you incorrectly entered your username/email you will receive the following message:



Enter your email address or username below.
Then click the Submit button.

testuser@wrongcompany.com

We were unable to retrieve your account.
Please try again.

[Click here to Login.](#)
[Click here to signup for a new account.](#)

Double-check the spelling for errors, and try to submit again. In normal cases this should work.