OVERSIZE/OVERWEIGHT HAULING PERMIT SYSTEM ONLINE USER GUIDE







DelDOT

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HOW TO CONTACT THE HAULING PERMIT SECTION

United States Postal Service (USPS) Mailing Address:

STATE OF DELAWARE
DEPARTMENT OF TRANSPORTATION
HAULING PERMITS
169 BRICK STORE LANDING RD
SMYRNA, DE 19977

NOTE: This address is used for overnight delivery services such as FEDEX, UPS, etc.

Telephone: 302-744-2700

Email: Haulpermit@Delaware.gov

This User Guide provides instructions for both the

Private Company Users (Company Admin and Company Operators)

- and -

Permit Service Users (Service Admin and Service Operators)

Functions unique to **Permit Service** Users are noted in applicable sections.

1.0 Overview of the Delaware Department of Transportation (DelDOT) Oversize Overweight (OSOW) Permit System (OOPS).

1.1 The DelDOT OSOW Permit System is a web based application designed to allow customers to electronically create, purchase and print hauling permits. The system was designed to be 'User' friendly by requiring minimal input to process hauling permits.

1.2 Upon creation of an online account the customer will be provided with a **Customer Code** and a **Fund Account** number. To create an online account See Section ***2.0 How to create an online OSOW Permit System account.***

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1.2.1 A **Customer Code** can be identified as a 5 digit Alpha, Numeric or Alpha Numeric Code such as 00031, OOXUZ, or 0002K. The Customer Code identifies the Customer Name and associated company information such as address, telephone / fax numbers, USDOT/FEIN, Contact Name, etc

1.2.2 A **Fund Account** number can be identified as a 2 - 6 digit Numeric number such as 10, 123, 1025, 12262. The account number is used to process financial transactions associated with the account such as fund deposits and permit purchases.

1.2.3 A 'User' security feature is incorporated into the system. Upon establishment of an account an Administrator will be created depending on type of company; Private Company or Permit Service. Private Companies will have a **Company Admin** and Permit Services will have a **Service Admin**. Only administrators have access to the fund account details, create reports and the ability to create and modify additional 'Users'. Roles and functions of the administrator are discussed later in this guide. To change Administrators submit HP Form 3.

1.3 The system is linked with the State of Delaware GO DE payment service. GO DE features the ability to use Credit Cards (**VISA, MASTER CARD, DISCOVER CARD, AMERICAN EXPRESS**) and Electronic Checks (ACH - Automated Clearing House network) to purchase permits or deposit funds into the Fund Account.

1.4 The material contained herein is provided as a guide to assist the 'User' in understanding how the online OSOW Permit System functions and information required to be entered in the applicable permit application data fields.

1.5 The following items will assist the 'User' when using the system:

1.5.1 The **DelDOT OSOW Hauling Permit Policy and Procedures Manual** will be needed when processing hauling permits and is located under the **INFORMATION** group of links on the web site. This manual provides restated Delaware law and DelDOT administrative regulation regarding the issuance of hauling permits and movement of OSOW loads on Delaware highways. Of importance is PART 4 – Common Safety Standards (NOTE: Delaware does not issue Provision Sheets. Specific requirements of move will display in the Special Provisions portion of the permit). This administrative regulation provides requirements for such items as, but not limited to, Days and Hours of Operation, Escort Requirements and Warning Flags and Lights used in marking load.

1.5.2 The hauler is responsible for providing proposed routing of OSOW movements. To assist, the DelDOT web site http://www.deldot.gov and the OSOW Permit System web site https://deldot.gov/osow/application provides route restrictions both permanent and temporary for use when entering a desired route on the permit application. A bridge restrictions map is provided at https://deldot.gov/bridgerestrictions/index.shtml that provides information regarding vertical clearances under all DelDOT owned bridges as well as clearances under all DelDOT owned overhead sign structures and traffic signals. This website also provides information about load posted bridges across Delaware.

Electronic mapping such as Google Maps http://maps.google.com and Bing Maps http://www.bing.com/maps can be used to determine a connecting route string.

1.5.3 The 'User' may require assistance from the Hauling Permit Section or other DelDOT agencies involved with the permit review process such as Bridge Management Engineers, Safety Traffic Engineers, DelDOT approved contractors, etc. Contact email and telephone numbers are listed under the **Contact Us** link on the OSOW Permit System web site.

1.5.4 A Hauling Permit (HP) Forms links is provided under the **INFORMATION** group of links for forms required to support the permit application and administration of the account.

2.0 How to create an online OSOW Permit System account.

A customer desiring to process OSOW Hauling Permits using the DelDOT web based Internet system must create an 'Online Account' Before you begin the account creation procedure we need to know if your company has ever obtained a state of Delaware OSOW Hauling Permit. If so, you will need to know your 5 digit Customer Code. The Customer Code can be obtained from an old permit as shown below:

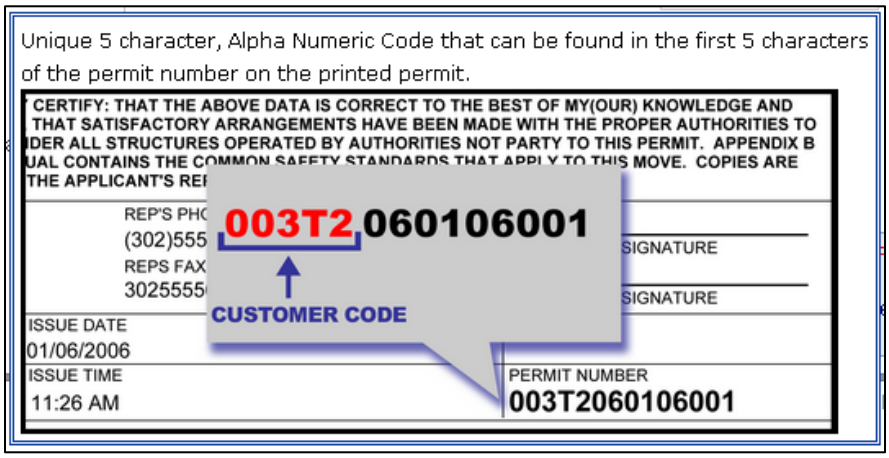


Figure 2.1: Example Permit and Permit Number

2.1 DelDOT uses a 'Self Service Registration' process

2.1.1 Go to the OSOW Permit System web site https://www.osow.deldot.gov login screen.

2.1.2 Under the OOPS User Login box there a several **Quick Links.** See **Quick Links 1** Don't have an online account? and 'click' on Register now'

2.1.3 When screen displays follow instructions and submit.

2.1.4 Upon creation of the account the OSOW Permit System will generate an Activation email to the email address you provided during the registration process. Once you have activated your account you can login using the Username and Password you entered on the registration screens.

2.2 If you are a **Local, State, or Federal Government** entity; please submit a HP Form 1 to the Hauling Permit Office, via email, at Haulpermit@Delaware.gov. HP Form 1 can be located in the Forms link on the left side on the main screen.

3.0 Getting Started.

3.1 Using the Internet enter the Uniform Resource Locator (URL) address www.deldot.gov. Once you have accessed the DelDOT website, 'click' on the **BUSINESS** tab and then 'click' on **OVERSIZE / OVERWEIGHT PERMIT** to display the LOGIN screen. Before using the application it is requested that you confirm you have **downloaded AND installed** the Adobe Acrobat Reader (www.adobe.com for free download and install instructions). The Acrobat Reader is required to convert data to display the various reports and create permit form.

An alternate means of accessing the OSOW Permit System from the www.deldot.gov homepage is by clicking on the **BUSINESS** drop-down menu at the top of the page and then clicking on **DOING BUSINESS**. From this page, click on the **OVERSIZE OVERWEIGHT PERMIT APPLICATION** link in the center of the page.

3.2 As the 'User' navigates around the system various screens will display function buttons and other links to guide them through the permit process.

3.3 It is requested that you only use the browser **Back** and **Forward** buttons when the system directs you to do so. To properly exit the system use the **LOGOUT** function button. Do not exit the system using the Browser File Exit function or by using the **X**. Doing so will not interact with the system database and will lock the last screen being viewed which in most cases will delay permit from being transmitted for processing.

4.0 The LOGIN screen.

4.1 The login screen will display as:

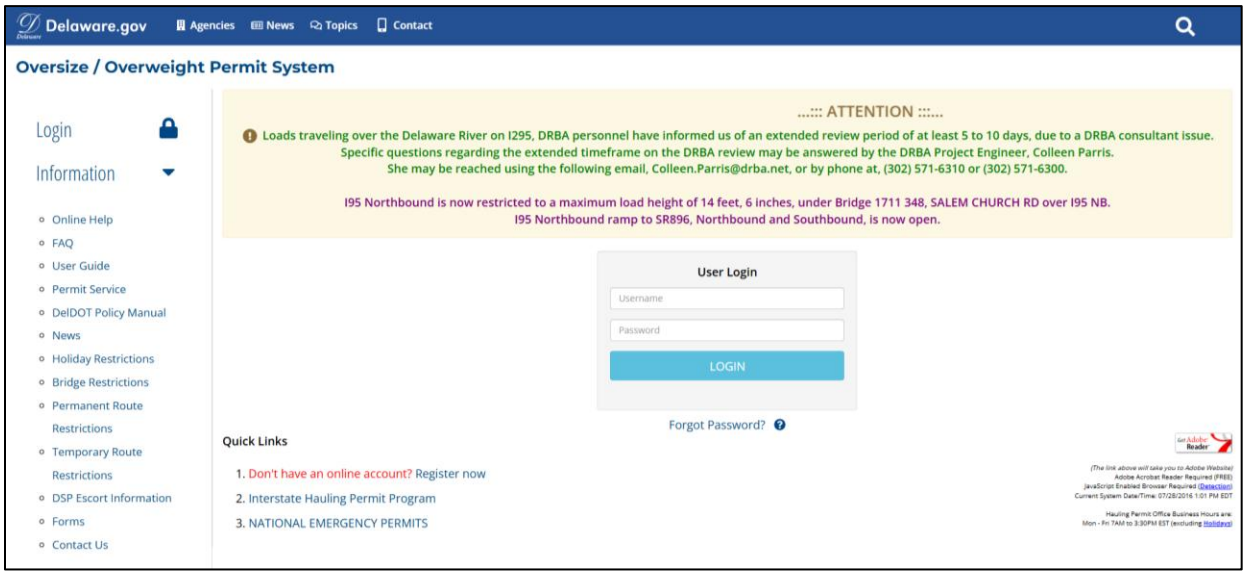


Figure 4.1: OOPS Login Screen

4.2 The photo in the Masthead of the screen will periodically change showing scenes around the state of Delaware.

4.3 INFORMATION group links, displayed on the left side of the screen, will display for **ALL** 'Users'.

4.4 A **Banner Message** (above the 'User' Login box) may periodically appear alerting 'Users' of important events that affect the permitting process or system functionality.

4.5 OOPS User Login box will used by the 'User' to enter their Username and Password to gain access to the permitting system.

4.6 Under the login box and to the left will be 1 or more Quick Links to specific functions or information pertaining to the permitting process.

4.7 In the lower right hand portion of the screen is a link to the Adobe Acrobat Reader download that is required in order to use the system. Also listed is Current System Date/Time as well as the Permit Office hours of operation.

5.0 Login procedure.

5.1 To access the State of Delaware Oversize / Overweight Permit System web site enter the following Internet Service Provider (ISP) browser address to display the LOGIN screen: http://www.deldot.gov.Once you have accessed the DelDOT website, you will 'click' on the **BUSINESS** tab and then on **OVERSIZE / OVERWEIGHT PERMIT** to display the LOGIN screen.

An alternate means of accessing the OSOW Permit System from the www.deldot.gov homepage is by clicking on the **BUSINESS** drop-down menu at the top of the page and then clicking on **DOING BUSINESS**. From this page, click on the **OVERSIZE OVERWEIGHT PERMIT APPLICATION** link in the center of the page.

5.2 In the OOPS User Login box enter the **Username** and **Password** you created during the registration process.

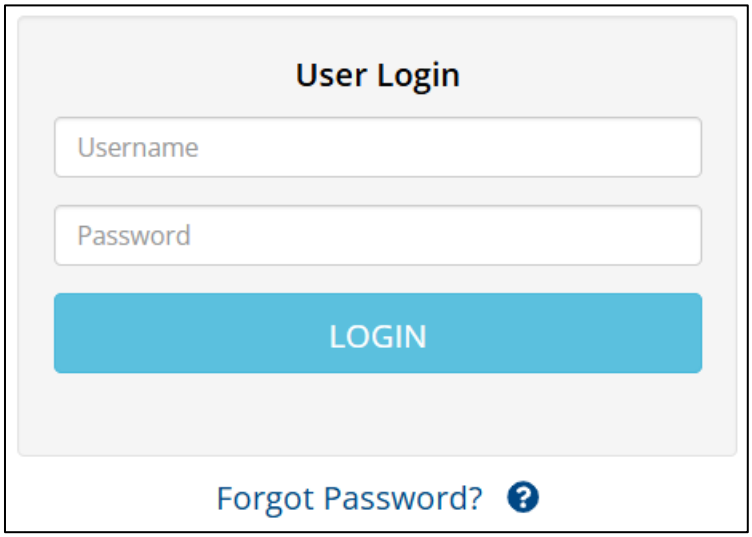


Figure 5.1: Login Screen

As the **Company or Service Administrator** for the account you can view and perform the following functions:

Company Info link – Can view and modify data except Company Name.

Account Info – Can view current fiscal balance of the Fund Account.

Users – You can create additional Users (Company or Service Op) to enter and process permits only. Additionally, you can modify or delete existing Users.

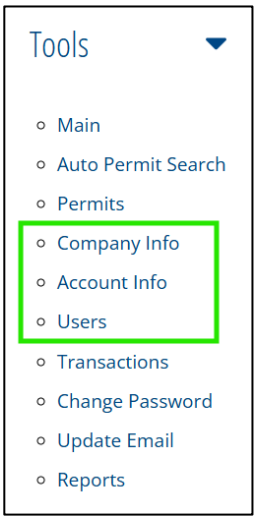


Figure 5.2: Permit Tools

6.0 The OSOW Permit System Screen Function Links

6.1 INFORMATION group of links. Although this group of function links display below the **TOOLS** group, which will display when the 'User' has successfully logged in to system, it will be discussed first as it is common to **ALL** 'Users'.

INFORMATION
Online Help
FAQ
User Guide
Permit Service
DelDOT Policy Manual
News
Holiday Restrictions
Bridge Restrictions
Permanent Route Restrictions
Temporary Route Restrictions
DSP Escort Information
Forms
Contact Us

6.1.1 Online Help – Questions and answers regarding selected subject related to the permit system.

6.1.2 FAQ - Frequently asked question and answers.

6.1.3 User Guide - The User Guide for Online Customers provides step by step instructions when using the DelDOT OSOW Permit System.

6.1.4 Permit Service – A list of third-party companies registered with DelDOT to obtain a Delaware OSOW hauling permit for an individual customer not wanting to create their own account.

6.1.5 DelDOT Policy Manual - The policy and procedures manual that provides restated Delaware and Administrative Code for issuance of OSOW hauling permits.

6.1.6 News - A listing of items of interest regarding the permit system or events affecting processing permits.

6.1.7 Holiday Restrictions - An annual listing of State holidays in which the Hauling Permit Section is closed and, in some instances, hauling restrictions apply. Where applicable the hauling restriction will display in the Special Provision portion of the Hauling Permit.

6.1.8 Bridge Restrictions – A link to a bridge restrictions map which includes information on load postings, bridge vertical clearances, traffic signals, and overhead sign data that can be used to assist with routing.

6.1.9 Permanent Route Restrictions - A listing of routes that the DelDOT Chief of Traffic Engineering deems as not suitable for permitted loads.

6.1.10 Temporary Route Restrictions - A listing of routes that DelDOT Engineers have identified to have physical constraints that prevent movement of permitted loads.

6.1.11 DSP Escort Information – A link that contact and additional information when required to provide a Delaware State Police escort.

6.1.12 Forms - A link that provided several forms used to support the permit process.

6.1.13 Contact Us - A listing of telephone and fax numbers and email addresses of DelDOT or other state agencies involved with the permitting process.

6.2 TOOLS group of links. The **TOOLS** group of links is a listing of distinctive system functions based on type of "User'. Described below are links that are common to **ALL** 'Users'.

6.2.1 Main - This link will display the **Main** screen where the 'User' can start and end the online session. If there are permits in a PENDING Status (refer to ***Section 8.0. Determining the status of the permit.***) they will be listed on the **Main** screen. Additionally, permits in an APPROVED or MODAPPROVED status will remain listed on the **Main** screen until they are purchased. Permits that have not been purchased or are in a HOLD or REJECTED status will be purged from the system after 30 days.

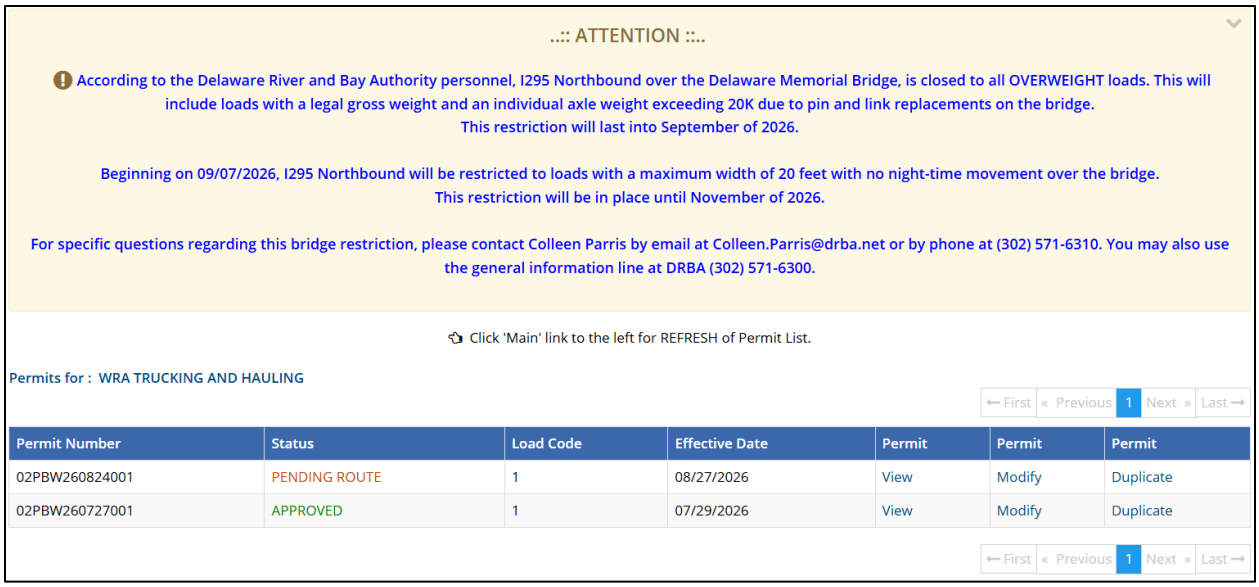


Figure 6.1: Example Permit List on Main Screen

6.2.2 Auto Permit Search – This link allows the 'User' to display a list of the last 30 permits in 10 permit increments.

6.2.2.1 When the Auto Permit Search function is selected a screen will display up to the last 30 permits in descending **Effective Date** order. If more than 10 permits are in the account history additional permits may be viewed by setting the Quantity radio button and 'clicking' on the Permit Search button. The next 10 permits will display and so on for the remaining 21st - 30th permit.

6.2.2.2 From this screen the User can perform functions such as View Permit, Modify a permit that has not been purchased, and more importantly Duplicate a previously submitted permit.

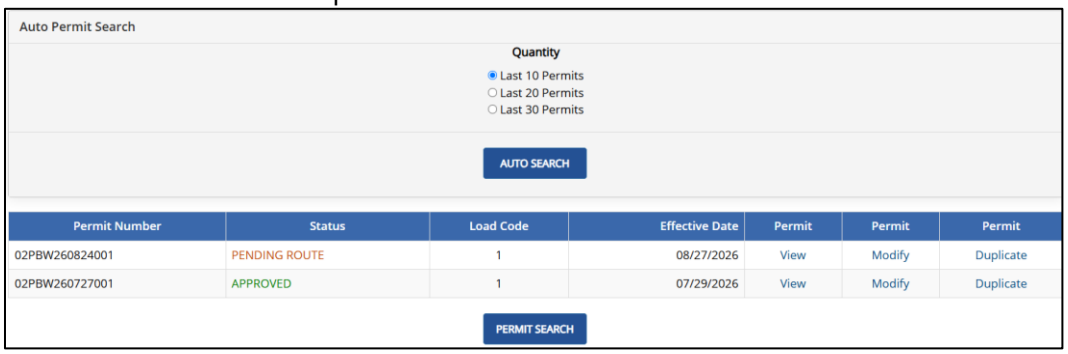


Figure 6.2: Auto Permit Search Screen

6.2.3 Permits - This function allows the 'User' to perform Search functions for existing permits by entering a Search Criteria such as Permit Number, Status or Load Code. The **Auto Permit Search** function more or less made this function obsolete unless you are searching for permits beyond the last 30.

6.2.4 Change Password - This link allows the 'User' to change their current password. Specific instructions for changing password are listed under the function box. If a current Password fails or is forgotten by the **Company Operator** or **Service Operator** the **Company Admin** or **Service Admin** can reset to the 'User' name which will result in Password being reset to the Username in **lower case**. The Operator will then be directed to change Password upon login with Reset Password. Reminder: Only the Password is case sensitive.

If a current Password fails or is forgotten by the **Company Admin** or **Service Admin** the Hauling Permits Section staff must reset to the Username which will result in Password being reset to the 'User' name in **lower case**. The Admin will then be directed to change password.

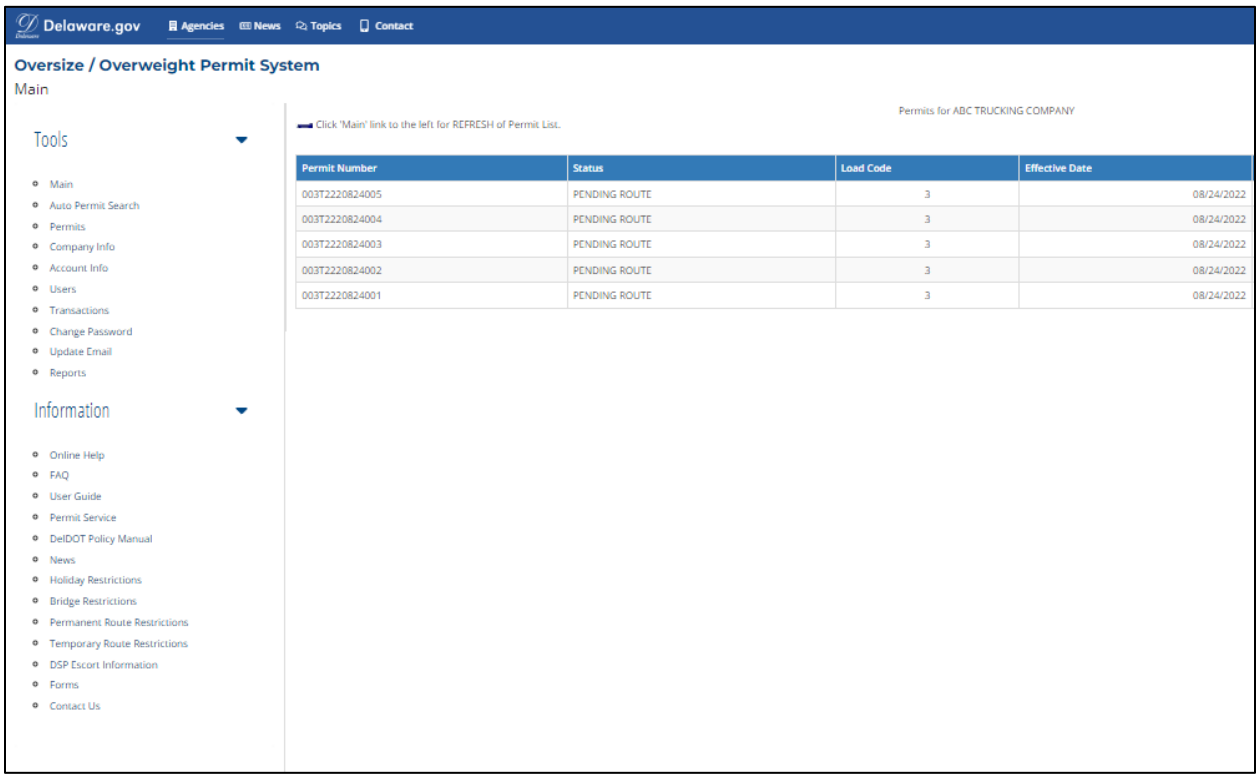


Figure 6.3: Company Administrator Screen

Upon successful login the applicable 'User' Main (menu) screen will display a group of **TOOLS** function links relating to the 'User' **security level** and role of 'User' (**Private Company** or **Permit Service**) and a group of **INFORMATION** function links that display on ALL 'User' screens.

Although screen will display additional items, as outlined in subsequent paragraphs, below are the **TOOLS** group links specific to type of 'User':

Private Company 'Users'

Company Administrator	Company Operator
TOOLS	**TOOLS**
Main	Main
Auto Permit Search	Auto Permit Search
Permits	Permits
Company Info	Change Password
Account Info	
Users	
Transactions	
Change Password	
Update Email	
Reports	

NOTE: Only the Administrator has links to view Company Info, Account Info, Users, Transactions, Update Email and Reports.

Permit Service 'Users'

Service Administrator	Service Operator
TOOLS	**TOOLS**
Main	Main
Customers*	Customers*
Auto Permit Search	Auto Permit Search
Permits	Permits
Company Info	Change Password
Account Info	
Users	
Transactions	
Reports	
Change Password	
Update Email	

*** A unique function of the Permit Service 'User' is the ability to create Third Party Customers.**

NOTE: Only the Service Admin (Administrator) has links to view Company Info, Account Info, Users, Transactions and Reports.

6.3. TOOLS group function links common to the account Administrators - Company Admin and Service Admin.

6.3.1 Company Info - 'Clicking' on this link will display the **View Company Info** screen that will display administrative information specific to the Company. This information, which is stored in the database, will populate the applicable blocks on the final printed permit. Additionally, 'Users' and Fund Account information associated with the Company will display. At the top of the screen, several tabs are provided. Clicking on each of the tabs will display specific information:

Customer – displays information about the Company's customer that is logged into the OSOW Permit System.

Users – displays information about each of the Company's Users that are authorized to utilized the OSOW Permit System.

Account – displays the account associated with the Customer including the type of account and the fund balance.

Vehicles – displays each of the vehicles that are associated with the customer. Additional vehicles can be added here by the user.

NOTE: For Permit Services the Company Info page is used only for verification of Company Information with DelDOT. Services will **NEVER** use their assigned Customer Code to process permits for third party customers.

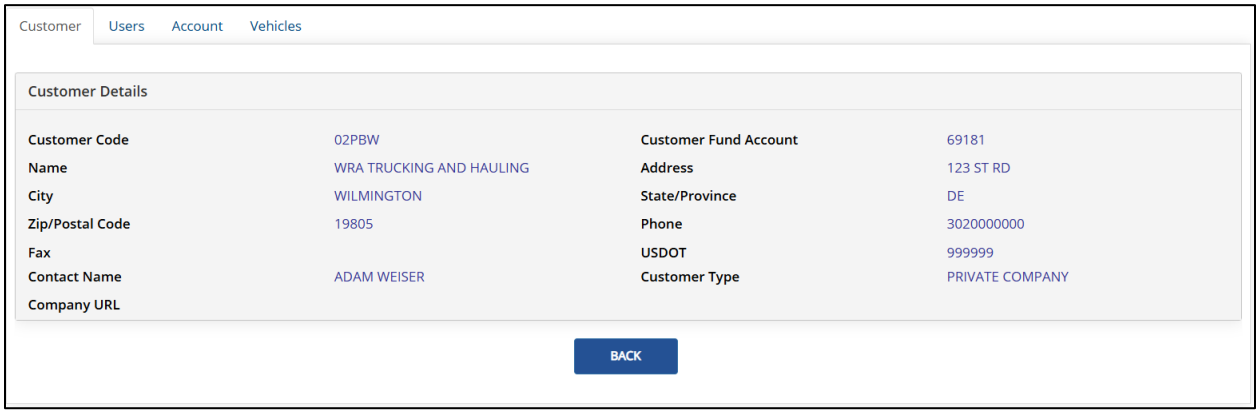


Figure 6.4: View Company Info Screen

By 'clicking' the Modify function button the, **Company Admin and Service Admin** 'Users' can edit and modify any data field except the company **Name**.

If Company **Name** needs to be changed complete and forward HP Form 4 (Request to Change Company Name) the DelDOT Hauling Section via email (Haulpermit@Delaware.gov)

6.3.2 Account Info - 'Clicking' on this link will display the current fiscal balance of the Fund Account and the Latest Account Transactions.

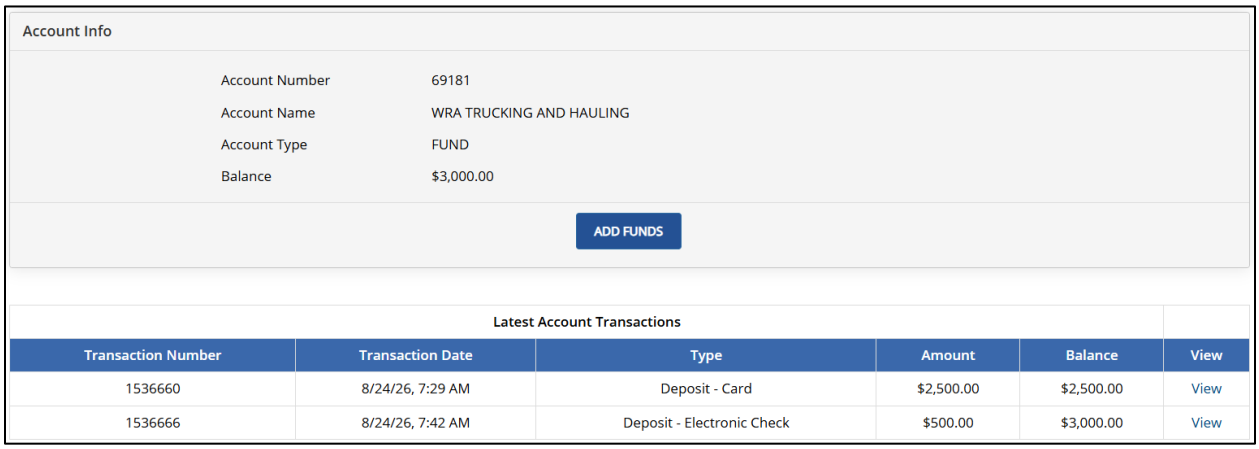


Figure 6.5: View Account Info Screen

'Clicking' on View in the View column of the Latest Account Transactions box will display a screen providing specific information regarding the transaction.

6.3.3 'Users' – There are two (2) categories of 'Users' - **Administrators** and **Operators**.

6.3.3.1 Administrators (**Company Admin and Service Admin**) can perform all functions associated with the OSOW Permit System. Normally there will be one (1) Administrator created per account. Additional Administrator must be justified.

6.3.3.2 The Hauling Permit Section OSOW System Administrator will create and maintain the **Company Admin and Service Admin** 'Users'.

6.3.3.3 To request changes to data associated with the **Administrator** complete and forward HP Form 3 (Request to Change Company/Service Administrator)) the DelDOT Hauling Section via email (Haulpermit@Delaware.gov).

6.3.3.4 An initial function that the **Administrator** may desire is that of creating additional 'User'(s) (**Operators**) to assist in processing permits.

6.3.3.4.1 The Administrator can view the current list of 'Users' by displaying the Company Info screen. Also from this screen the Administrator can view and edit Operator 'User' information. By 'clicking' on the **'Users'** link the **Administrator** can also Search the system to determine if **Operators** have been created.

6.3.3.4.2 The Administrator can create Operators by 'clicking' on the **'Users'** link and displaying the **'Users'** screen.

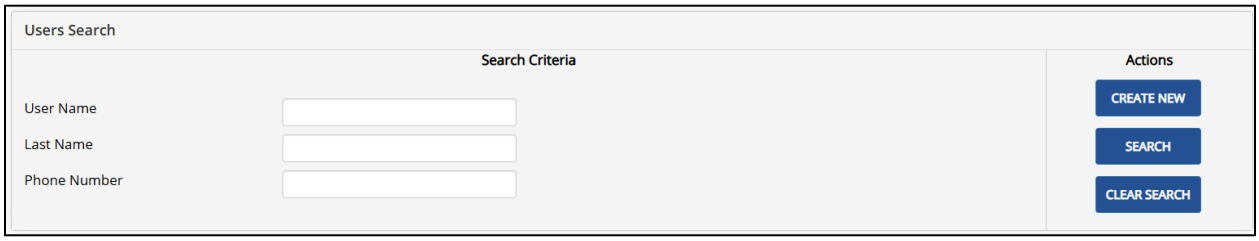


Figure 6.6: Users Screen

To create a new 'User', 'click' on the **Create New** function button in the **Actions** Column and a **Create User** screen will display.

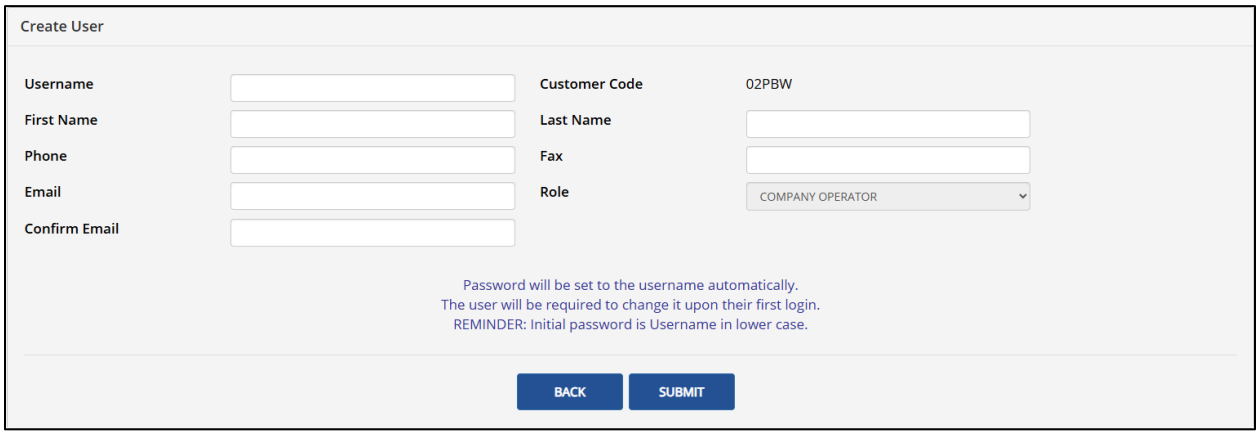


Figure 6.7: Create User Screen

Complete the **Create User** data fields and 'click' the 'Submit' button. If successful, the application will display the new 'User' information. **NOTE**: The initial password will be the newly created Username entered in lower case. Upon first login the 'User' will be asked to enter a new password.

6.3.3.4.3 **Operator** (**Company Operator** and **Service Operator)** functions are limited to processing permits and do not have security access to Company or Account information.

Administrators can Search, Create, Modify and Delete **Operators.**

6.3.4 Transactions – 'Clicking' on this link will take you to the **Transactions** screen where a search of transaction types or permits can be performed to view the details of the transaction.

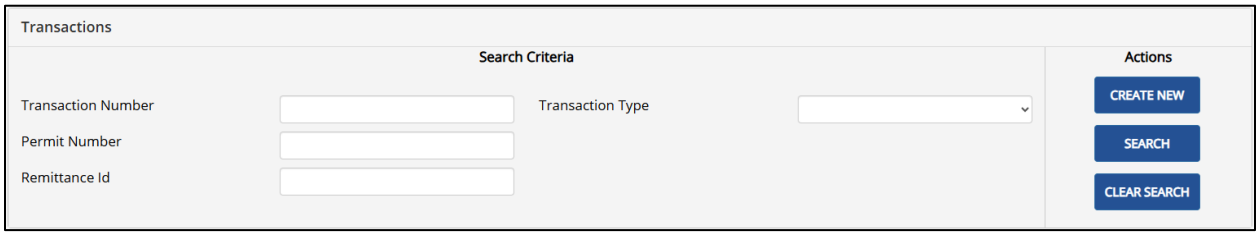


Figure 6.8: Transactions Screen

'Users' can perform the Search function by entering the Search Criteria and 'clicking' on the Search button.

This function is primarily for making Fund Account Deposits using Credit Cards or using the ACH network. See ***Section 14.0. Maintaining a Fund Account.*** for detailed instructions.

6.3.5 Reports - 'Clicking' on this link will take you to the **Report Listing** screen

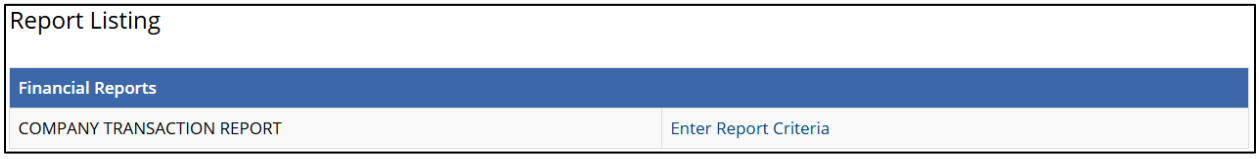


Figure 6.9: Example Reports Screen (for Private Company)



Figure 6.10: Reports Screen (for Permit Service)

'Clicking' on the Enter Report Criteria link will display the **Report Criteria Selection** screen.

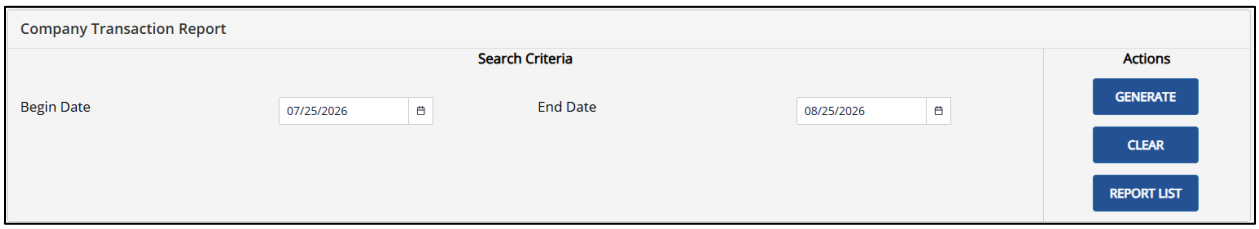
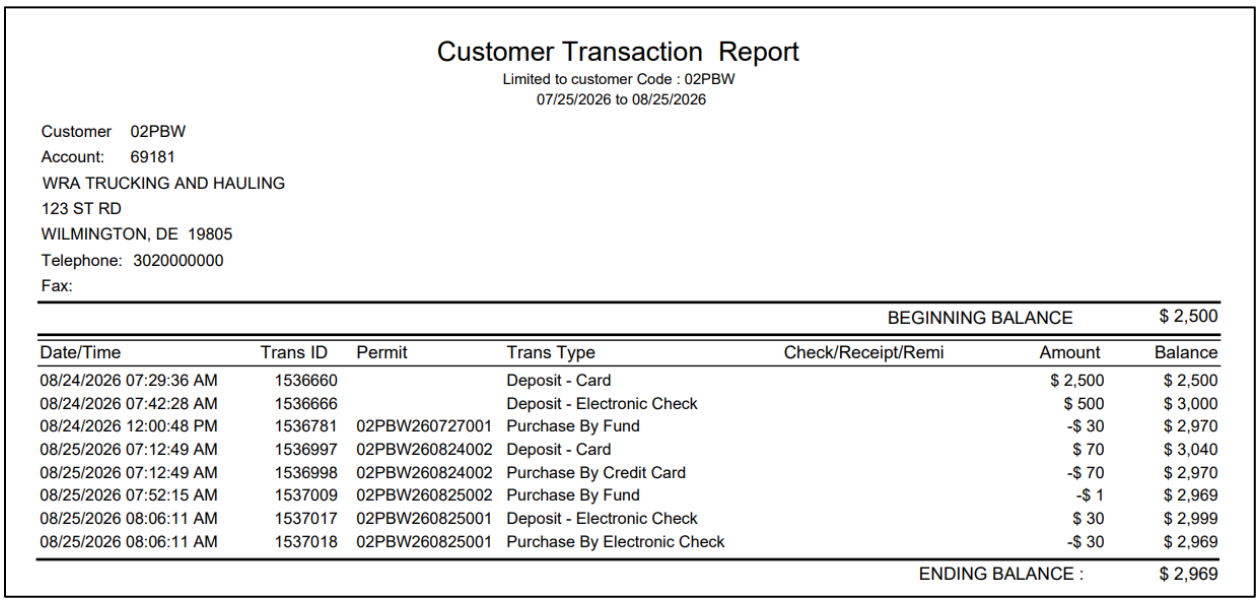


Figure 6.11: Report Criteria Selection Screen

Using the dropdown calendar enter the Begin and End Dates for the report to be generated then 'click' the **Generate** button and a Transaction report will displayed in a new browser tab providing the 'User' with a beginning and ending balance of their Fund Account and transaction listing that occurred during the requested dates.



Customer Transaction Report

Limited to customer Code : 02PBW
07/25/2026 to 08/25/2026

Customer 02PBW
Account: 69181
WRA TRUCKING AND HAULING
123 ST RD
WILMINGTON, DE 19805
Telephone: 3020000000
Fax:

					BEGINNING BALANCE	$ 2,500
Date/Time	Trans ID	Permit	Trans Type	Check/Receipt/Remi	Amount	Balance
08/24/2026 07:29:36 AM	1536660		Deposit - Card		$ 2,500	$ 2,500
08/24/2026 07:42:28 AM	1536666		Deposit - Electronic Check		$ 500	$ 3,000
08/24/2026 12:00:48 PM	1536781	02PBW260727001	Purchase By Fund		-$ 30	$ 2,970
08/25/2026 07:12:49 AM	1536997	02PBW260824002	Deposit - Card		$ 70	$ 3,040
08/25/2026 07:12:49 AM	1536998	02PBW260824002	Purchase By Credit Card		-$ 70	$ 2,970
08/25/2026 07:52:15 AM	1537009	02PBW260825002	Purchase By Fund		-$ 1	$ 2,969
08/25/2026 08:06:11 AM	1537017	02PBW260825001	Deposit - Electronic Check		$ 30	$ 2,999
08/25/2026 08:06:11 AM	1537018	02PBW260825001	Purchase By Electronic Check		-$ 30	$ 2,969
					ENDING BALANCE :	$ 2,969

Figure 6.12: Example Customer Transaction Report

6.4 TOOLS group function link unique to Service Admin and Service Operators.

Customers - This function is used by the **Permit Service 'User'** to locate (search function) or create a new Customer in the OSOW Permit System.

NOTE: Permit Services should never use the assigned Permit Service Customer Code to enter a permit for a third party customer

TO PREVENT DUPLICATION, A THROUGH SEARCH OF THE SYSTEM SHOULD BE PERFORMED TO DETERMINE THAT CUSTOMER DOES NOT RESIDE IN THE SYSTEM.

Customer Search function was enhanced to identify customer association with like data such as Address, City, State, ZIP, and Telephone Number etc. **Failure to perform the Search function could result in multiple Customer Codes for the same customer.**

Permit Services have the ability to edit Customer data and update data fields (except Company Name). This function again will prevent duplication of Customer Codes in the system.

NOTE: A warning message will display when the View function button is 'clicked' for a Customer with a Fund Account. Customers with their own account must edit their own Company data.

This customer is a Fund Account holder with the State of Delaware, therefore, only they can edit their customer information.
Please contact customer and have them make corrections.

7.0 Creating a Permit.

If this is a new account a New Permit must be created. Subsequent permits can be created by duplicating an existing one.

If this is an established account 'click' on **Auto Permit Search** link and a list of permits will display at which time any permit on the list can be duplicated.

Data fields applicable to the selected Load Codes (see paragraph **7.2. Enter Load Code** and **ATTACHMENT 3 LOAD CODES**) will display when entering either a new permit or duplicating an existing permit. The difference will be that the duplicated permit data fields will populate with data from the existing permit and will only require making changes to create the new permit.

By 'clicking' on the **Permits** link on **Main** screen the system will display the **Permits** screen.

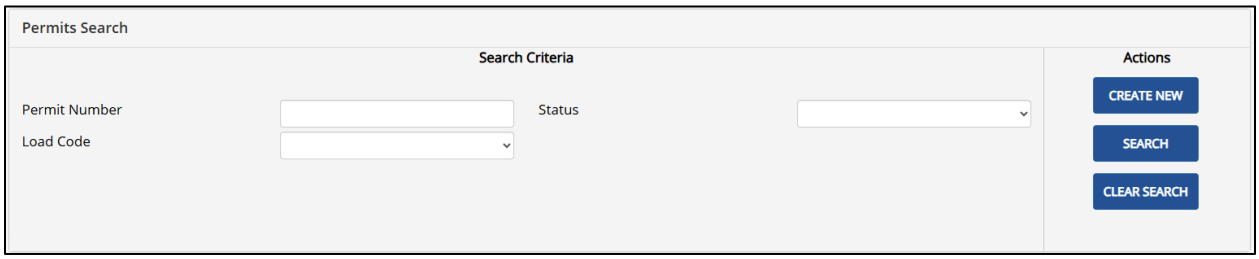


Figure 7.1: Permits Screen

'Click' on **Create New** to begin the permit creation process.

Step 1 – Select **Load Code**
The first step is to select the appropriate Load Code from the Load Code drop down menu.

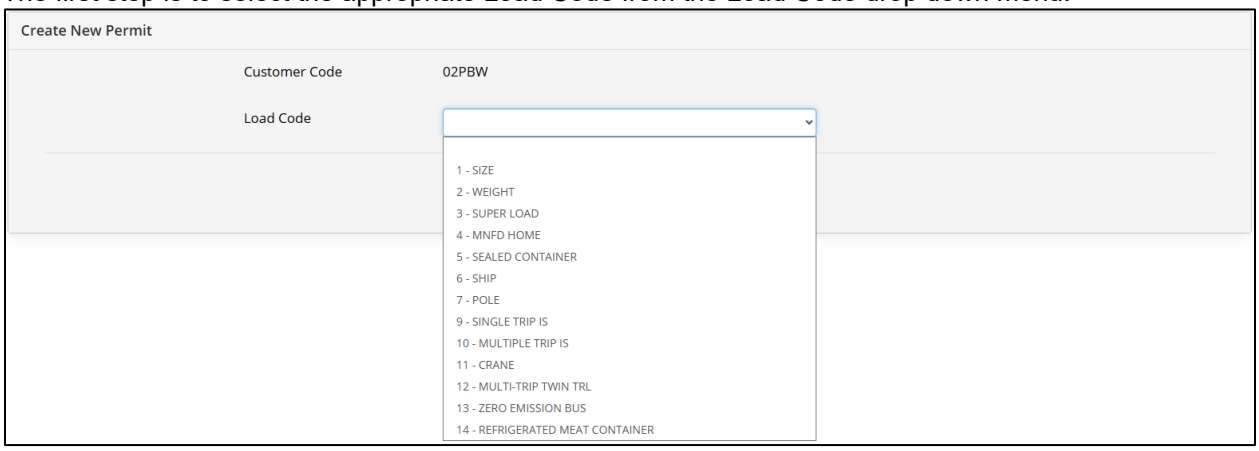


Figure 7.2: Select Load Code Screen

Reminder: The screens will display even if duplicating an exiting permit. Only difference will be that data fields will be populated with data from the existing permit instead of being blank.

Customer Code — The system will display the assigned Customer Code for a Private Company. **Permit Service – *See Section 6.4. TOOLS - Customers*** function link.

Load Code — Using the dropdown box 'click' on the Load Code that best describes the Load. **ATTACHMENT 3 LOAD CODES** provides additional Load Code (LC) details. The following is a brief description of the available Load Codes.

Load Code (LC)	Definition
1	A load that is **oversize** but legal weight. Exception – Certain types of vehicles may have over legal limit individual axle weight(s) but meet GVW. These vehicles will be entered as Load Code 1 with overweight axle data noted in the individual axle data fields.
2	A load that is **over legal weight**: 2 axles = 40K lbs.; 3 axles = 65K lbs.; 4 axles = 73280 lbs.; 5 or more axles = 80K lbs. **(NOTE: GVW over 120000 lbs should be entered as Load Code 3).** Load may be oversize but under limits of Load Code 3 – Superload.
3	Referred to as a **SUPERLOAD**. A load that is at 120' long **or** at 15' wide **or** at 15' high **or** over 120,000 lbs. When this code is selected the screen will refresh and display a **Load Desc** drop down box, which further details the load as a Manufactured Home or Other load having Superload criteria.
4	Manufactured Housing or Office Trailer unless it meets Superload criteria.
5	Sealed Container. Containerized cargo sealed with a custom seal normally moving from or to a port. Maximum GVW is 100,000 lbs.
6	Ship permit used for unloading a ship within a two-mile radius of the Port of Wilmington.
7	Pole/Piling/Millstock. Also concrete/steel beams/columns, etc
8	**No longer used**. Contact Division of Motor Vehicles - Motor Carrier Section for Annual Weight Registration information.
9	Single Trip Interstate. Used for 3 or 4 axle single vehicles that exceed the Federal Bridge Formula when on the Interstate road system.
10	Multi Trip Interstate Used for 3 or 4 axle single vehicles that exceed the Federal Bridge Formula when on the Interstate road system. Permit authorizes 60 Single Trips.
11	Crane (Blanket Permit) See paragraph 13 in the DelDOT Policy and Procedures Manual for details
12	Mulit-Trip Twin Trailer
13	Zero Emission Bus. Multi trip permit used for the movement of zero emissions bus which exceeds gross vehicle weight or single axle weight due to the weight of the batteries.
14	Refrigerated Meat Products. Multi trip, route specific permit used for containerized cargo, sealed with a custom seal. Maximum GVW is 107,500 lbs. Maximum individual axle weight is 20,000 lbs.

Click **NEXT** after selecting the appropriate Load Code.

Step 2 – Select **Start Date**

After clicking **NEXT**, the following screen will display. At the top, the current step in the permit creation process is highlighted as shown.

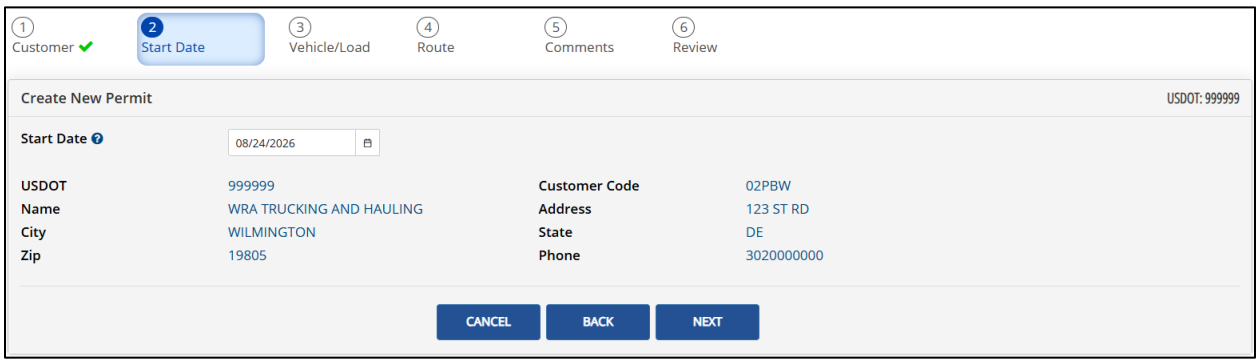


Figure 7.3: Select Start Date Screen (Step 2)

The current date is selected as default. You can change the date as applicable; however, date must be in MM/DD/YYY format, i.e. 11/15/2026. A dropdown calendar  is located next to the date data field (see below).

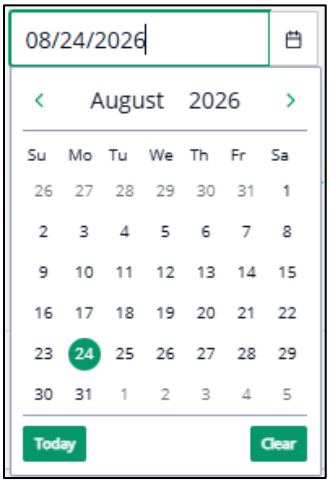


Figure 7.4: Calendar Date Selection

Clicking on a date will set the desired date. The permit system will calculate the Effective and Expiration Dates from the Start Date. Select **NEXT** to proceed to the next step.

Step 3 – Vehicle/Load Information

Enter the vehicle and load information in the data fields provided. See specific information as shown below.

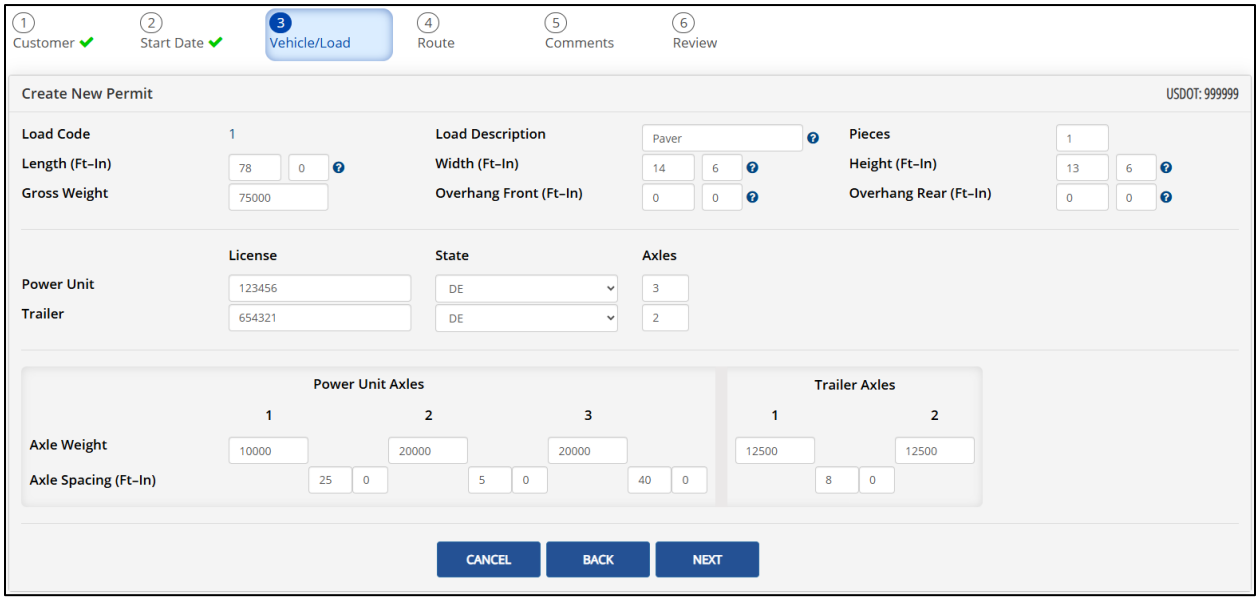


Figure 7.5: Vehicle/Load Information Screen (Step 3)

Step 3.1 – Enter Load Description

For Load Codes 1, 2, and 3 enter a brief description of the load such as CRANE, DOZER, PAVER, BOAT, WOOD TRUSSES, etc. LC 3 Manufactured Housing or Office Trailer screens will display data fields for Year, Make, and Serial Number of unit. For remaining Load Codes application will display additional data fields and ask for specific information regarding load. See Attachment 3.

Step 3.2 – Enter Pieces

Enter number of pieces comprising the load i.e. if you have two tractors enter 2, if you have twenty-five wood trusses enter 25, etc.

Step 3.3 – Enter Length

Enter the **overall** length. Measurement from Power Unit front bumper to end of Trailer or load if rear overhang. Must be greater than sum of axle spacing. Contains two data fields – 1st asks for feet and 2nd for inches.

Step 3.4 – Enter Width

Enter the overall width of the vehicle or load whichever is greater. Contains two data fields – 1st asks for feet and 2nd for inches.

Step. 3.5 – Enter Height

Enter the overall height (Measurement from road surface to top of vehicle or load whichever is greater). Contains two data fields – 1st asks for feet and 2nd for inches.

Step 3.6 – Enter Gross Weight

Enter the GVW (Gross Vehicle Weight). **Note:** Once a permit has been created the Gross Weight cannot be modified.

Step 3.7 – Enter Overhang Front

Enter the distance that the load protrudes in front of the power unit or vehicle (if self-propelled). Contains two data fields – 1st asks for feet and 2nd for inches.

Step 3.8 – Enter Overhang Rear Enter the distance the load extends past the rear most part of the vehicle/trailer. Contains two data fields – 1st asks for feet and 2nd for inches.

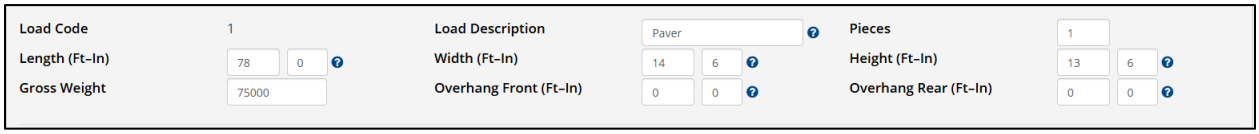


Figure 7.6: Completed Load Information Section

Step 3.9 – Enter Power Unit License Enter the power unit tag number.

Step 3.10 – Enter Power Unit State Select the appropriate State from the Dropdown Box. You can also type in the first letter (if multiple states begin with the first letter you can type in the first letter again and the application will take you to the next State on the list) or you can scroll down the list with the mouse and 'click' on the appropriate State. Note list begins with DE PA MD NJ GT followed by remaining states in alphabetical order.

Step 3.11 – Enter Power Unit Axles Enter the number of axles on the Power Unit, entering at least two axles.

Step 3.12 – Enter Trailer License Follow instructions as **Power Unit** above. Data field will not display if single or self propelled vehicle.

Step 3.14 – Enter Trailer State Follow instructions as **Power Unit** above. Data field will not display if single or self-propelled vehicle.

Step 3.15 – Enter Trailer Axles Enter the number of axles on the Trailer Unit, entering at least one axle.

NOTE: A total of 22 axles can be entered in the displayed data fields. If vehicle configuration has more than 22 axles enter additional individual axle weight and spacing in the Comments section.



Figure 7.7: Completed Power Unit Information Section

Enter individual axle weights and axle spacing for the Power Unit and Trailer as shown below.

Step 3.16 – Enter Axle Weight Enter the individual axle weights expressed in a numeric format. The sum of the individual axles must equal the Gross Vehicle Weight. Again, enter in a numeric format only and do not use comma or any other character, i.e. 12000, 7500, 20000, etc.

Step 3.17 – Enter Axle Spacing The application will display two data fields between each axle. Enter the axle spacing expressed as box 1-feet, box 2-inches, box 3-feet, box 4-inches, etc.

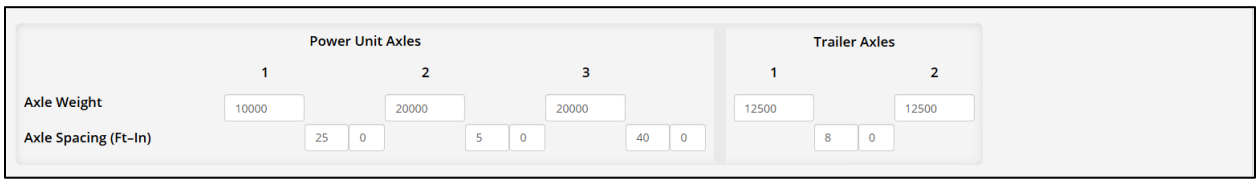


Figure 7.8: Example of Axle Weight and Spacing Section (Power Unit and Trailer)



Figure 7.9: Example of Axle Weight and Spacing Section (Single Vehicle – No Trailer)

Click **NEXT** after completing all data fields in the Vehicle/Load section.

Step 4 – Route

Enter the Route information in the data fields provided. See specific information below.

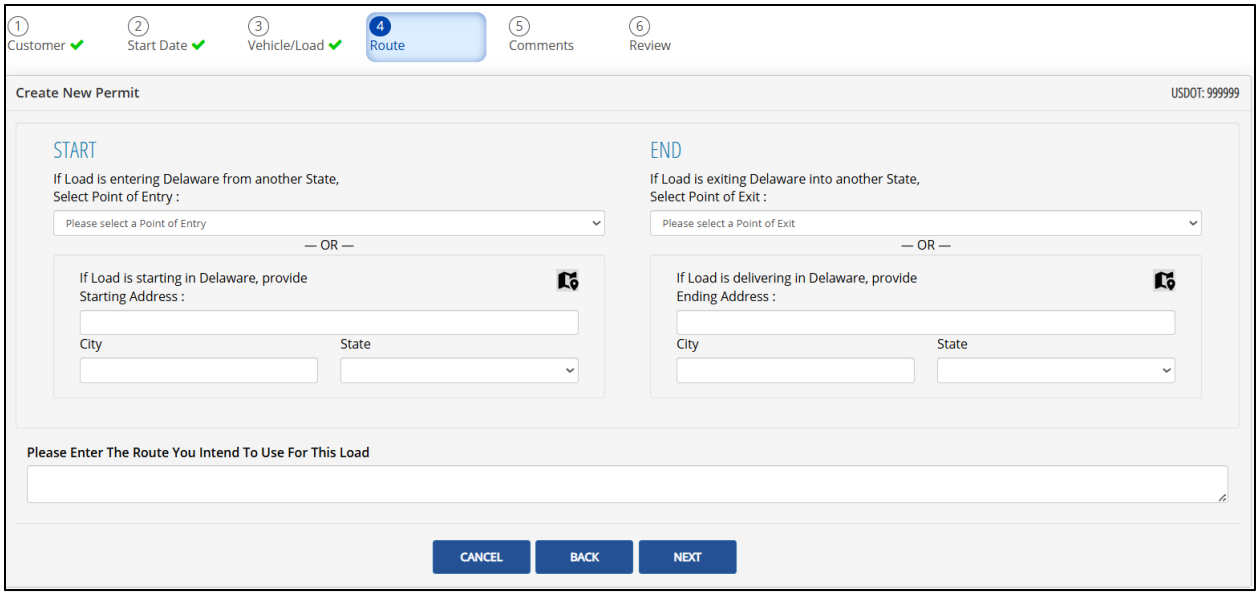


Figure 7.10: Route Information Screen (Step 4)

This section asks for information about the Point of Origin **(START)** and the Destination **(END)** of the ***current move as it pertains to the State of Delaware only***. The State of Delaware hauling permit system uses three options to identify the Point of Origin **(START)** and the Destination **(END)** on the permit application.

- Select Point of Entry/Exit – select the appropriate Point of Entry/Exit from a dropdown menu loaded with predetermined entry and exit points at the Delaware state line.

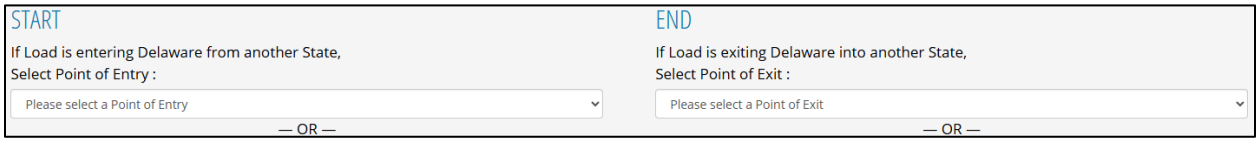


Figure 7.11: Point of Entry/Exit Information Section

- Enter the physical United States Postal Service mailing address for the START or END point of the move within the State of Delaware. This can be done by typing the address in the appropriate data fields or by clicking on the map icon and selecting a point on the map for the START or END points of the move.

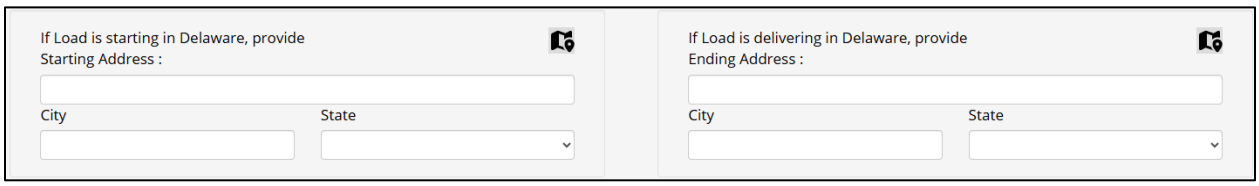


Figure 7.12: Starting/Ending Address Information Section

NOTE: STATE LINES DE/MD LINE, MD /DE LINE, DE/PA LINE, PA/DE LINE, DE/NJ LINE or NJ/DE LINE WILL NEVER BE ENTERED IN THE ADDRESS OR CITY DATA FIELDS.

START This is the **Point of Origin of the current move within Delaware or Point of Entry**

Option 1 – Select Point of Entry: If the load is originating outside of the State of Delaware, use this dropdown box to select the appropriate point of entry. Entries are predetermined as shown below. The point of entry selected from the dropdown box will be populated at the beginning of the **ROUTE** data field to represent the first route utilized in the State of Delaware.

NOTE: By using the Point of Entry data field, the FROM ADDRESS, CITY, and STATE requirement will be considered fulfilled, and the FROM ADDRESS, CITY and STATE data fields will not be visible.

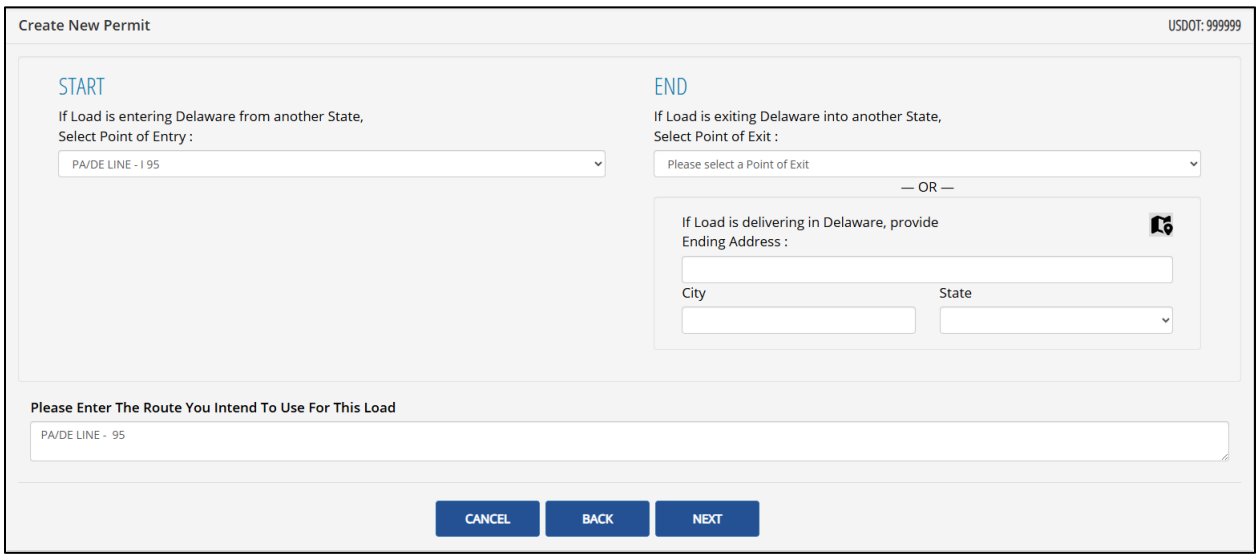


Figure 7.13: Example of Completed Point of Entry Field

Table 7.1: Points of Entry

NJ/DE LINE – I-295	MD/DE LINE – SR 26
MD/DE LINE – SR 1	PA/DE LINE – SR 261
MD/DE LINE – US 113	PA/DE LINE – SR 41
MD/DE LINE- US 13	MD/DE LINE – SR 896
MD/DE LINE – SR 54	MD/DE LINE – SR 273
PA/DE LINE – US 202	MD/DE LINE – SR 286
PA/DE LINE – I-95	MD/DE LINE – SR 299
PA/DE LINE – I-495	MD/DE LINE – DELANEY RD
PA/DE LINE – US 13	MD/DE LINE – SR 6
PA/DE LINE – SR 52	MD/DE LINE – SR 8
PA/DE LINE – SR 7	MD/DE LINE – US 301
MD/DE LINE – SR 2	MD/DE LINE – SR 300
MD/DE LINE – I-95	MD/DE LINE – SR 24
MD/DE LINE – US 40	MD/DE LINE – SR 20
MD/DE LINE – CHESAPEAKE CITY RD	MD/DE LINE – SR 18
MD/DE LINE – SR 11	MD/DE LINE – SR 404
MD/DE LINE – WESTVILLE RD	MD/DE LINE – SR 16
MD/DE LINE – WHITELEYSBURG RD	MD/DE LINE – SR 14
NJ/DE LINE – FERRY TERMINAL OFF	MD/DE LINE – SR 10

Option 2 – Enter Starting Address There are two options for selecting the Starting Address:

Option 1: Enter a complete United States Postal Service mailing address, i.e. **169 Brick Store Landing Road, Smyrna, DE**

Option 2: Select the map icon: . Upon selection the map icon, the following screen will display:

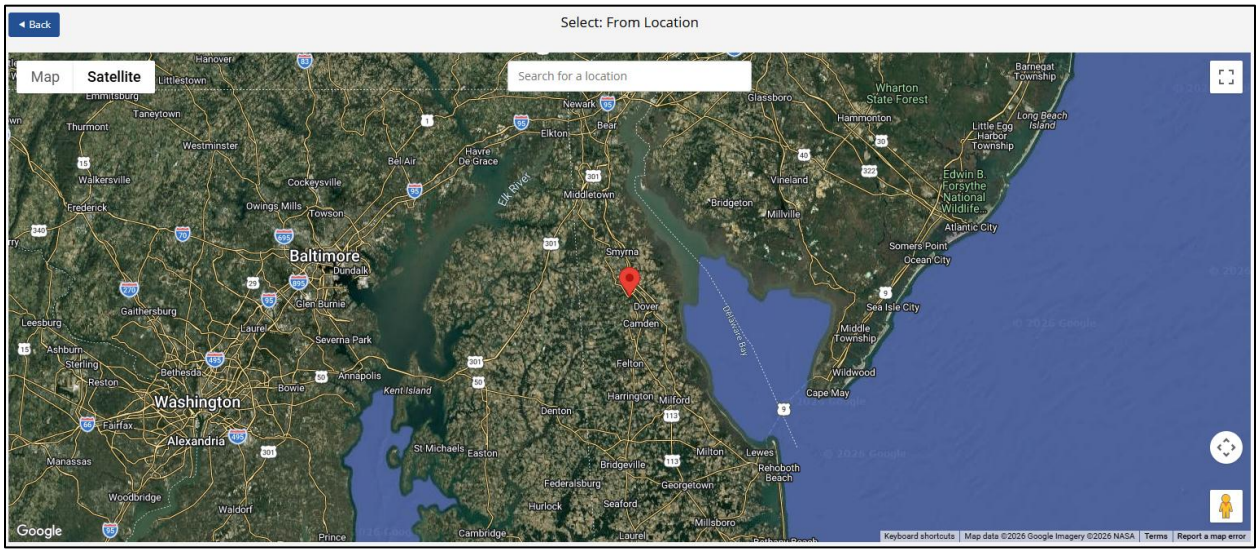


Figure 7.14: Map Screen for Selecting Starting Address

From this screen, either type a location in the 'Search for a location' search bar, or scroll to the location on the map and select that location by clicking on the location. NOTE: you must use Ctrl+Scroll or Ctrl+Mouse Wheel to zoom in and out on the map. Upon selecting a valid location, the address will auto populate in the Starting Address field on the permit creation screen.

END This is the **Destination of the current move within Delaware or Point of Exit**.

Option 1 – Select Point of Exit: If the load is exiting the State of Delaware, use this dropdown menu to select the appropriate point of exit. Entries are predetermined as shown below. The point of exit selected from the dropdown box will be populated at the end of the **ROUTE** data field to represent the last route utilized in the State of Delaware.

NOTE: By using the Point of Exit data field, the TO ADDRESS, CITY, and STATE requirement will be considered fulfilled, and the TO ADDRESS, CITY and STATE data fields will not be visible.

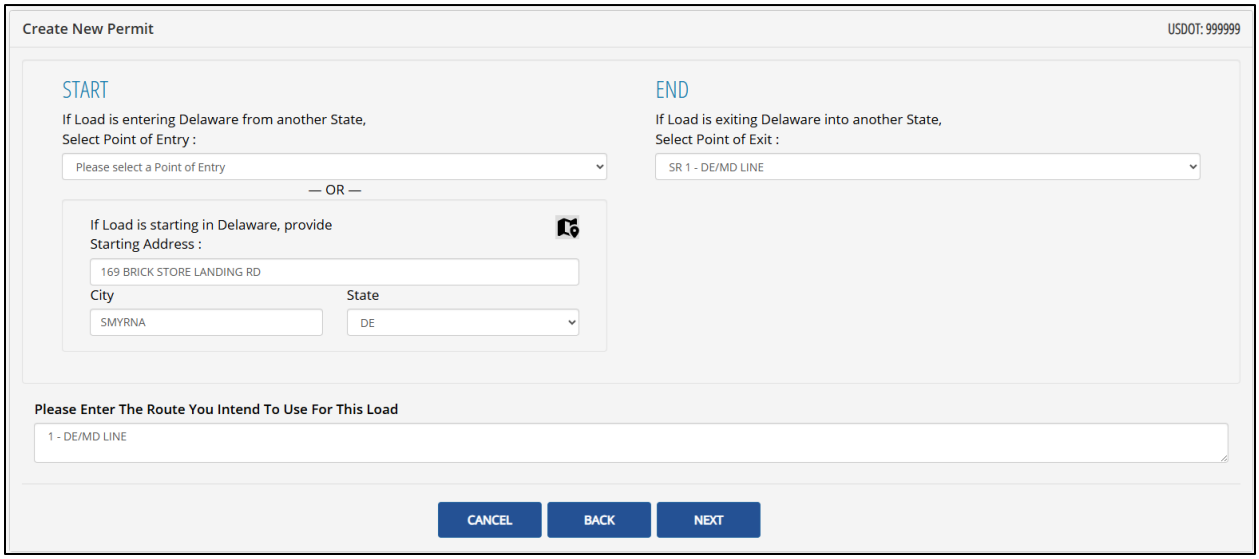


Figure 7.15: Example of Completed Point of Entry Field

Table 7.2: Points of Exit

I-295 – DE/MD LINE	SR 6 – DE/MD LINE
SR 1 – DE/MD LINE	SR 8 – DE/MD LINE
US 113 – DE/MD LINE	SR 10 – DE/MD LINE
SR 26 – DE/MD LINE	WHITELEYSBURG RD – DE/MD LINE
US 13 – DE/MD LINE	SR 14 – DE/MD LINE
US 202 – DE/PA LINE	SR 16 – DE/MD LINE
SR 261 – DE/PA LINE	SR 404 – DE/MD LINE
I-95 – DE/PA LINE	SR 18 – DE/MD LINE
US 13 – DE/PA LINE	SR 20 – DE/MD LINE
SR 41 – DE/PA LINE	SR 24 – DE/MD LINE
SR 7 – DE/PA LINE	US 301 – DE/MD LINE
SR 896 – DE/MD LINE	FERRY TERMINAL ON – DE/NJ LINE
SR 273 – DE/MD LINE	SR 54 – DE/MD LINE
SR 2 – DE/MD LINE	SR 52 – DE/PA LINE
I-95 DE/MD LINE	CHESAPEAKE CITY RD – DE/MD LINE
US 40 – DE/MD LINE	SR 11 – DE/MD LINE
SR 286 – DE/MD LINE	WESTVILLE RD – DE/MD LINE
SR 299 – DE/MD LINE	SR 300 – DE/MD LINE
DELANEY RD – DE/MD LINE	

Option 2 – Enter Ending Address: There are two options for selecting the Ending Address:

Option 1: Enter a complete United States Postal Service mailing address, i.e. **169 Brick Store Landing Road, Smyrna, DE**

Option 2: Select the map icon: . Upon selection the map icon, the following screen will display:

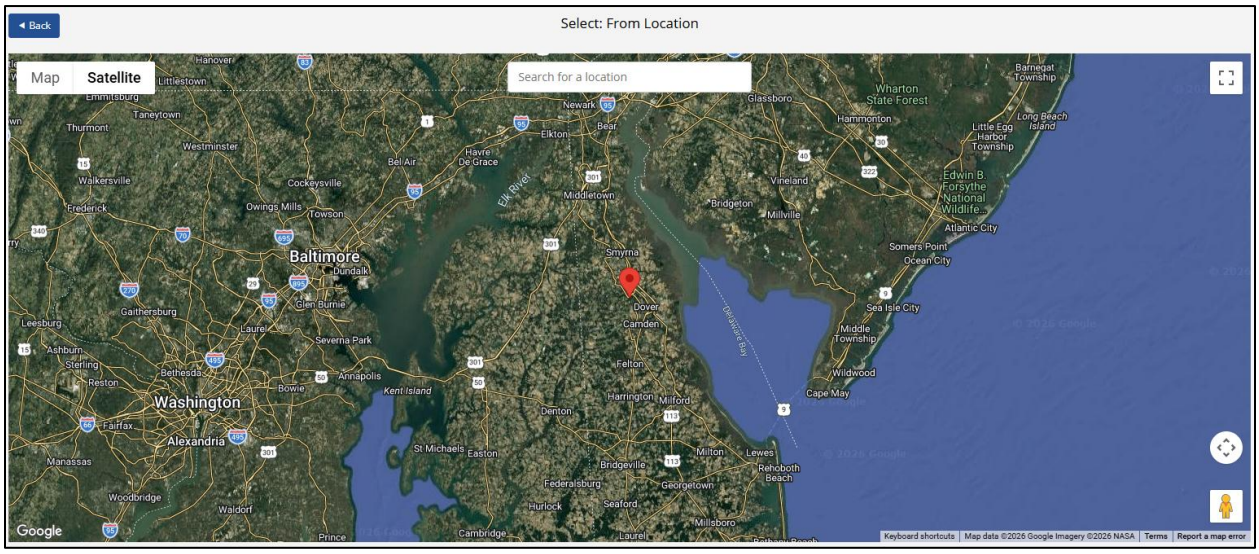


Figure 7.16: Map Screen for Selecting Ending Address

From this screen, either type a location in the 'Search for a location' search bar or scroll to the location on the map and select that location by clicking on the location. NOTE: you must use Ctrl+Scroll or Ctrl+Mouse Wheel to zoom in and out on the map. Upon selecting a valid location, the address will auto populate in the Ending Address field on the permit creation screen.

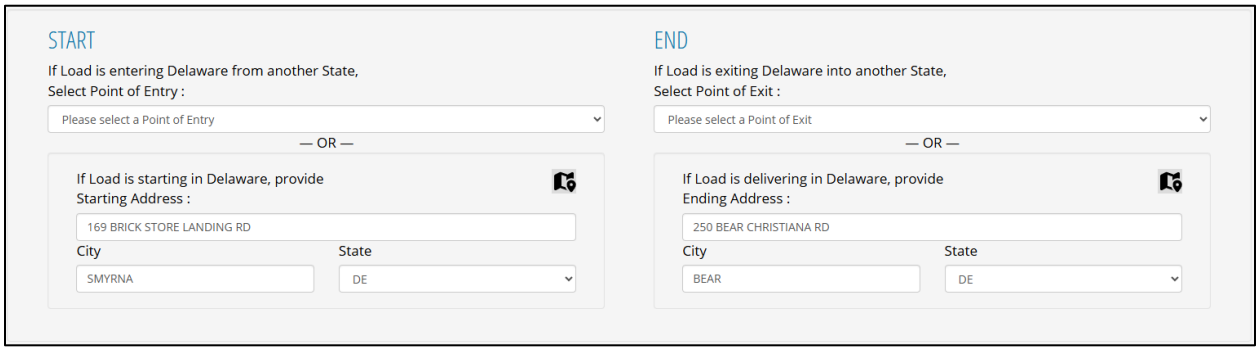


Figure 7.17: Complete Start and End Address Fields

A road junction (intersection) can be entered in the STARTING or ENDING address field when a physical address is not available. When entering a road junction precede the first road number or name with JCT and separate the road numbers or names with a forward slash. Use SPACE(S) to separate the JCT and / from the road number or name. Example: "JCT BRICK STORE LANDING RD / PADDOCK RD"

Enter Route Intended for this Load

Once the START and END points are selected, the user is required to enter the full route string for the route that the load will move upon. The user is required to enter ALL Interstate, US, State or County road numbers/names the load will travel on to complete the ROUTE data field in full. If the Point of Entry or Point of Exit start or end points were selected the beginning and end of the route is automatically populated as described previously.

An example is provided in the screenshot below:

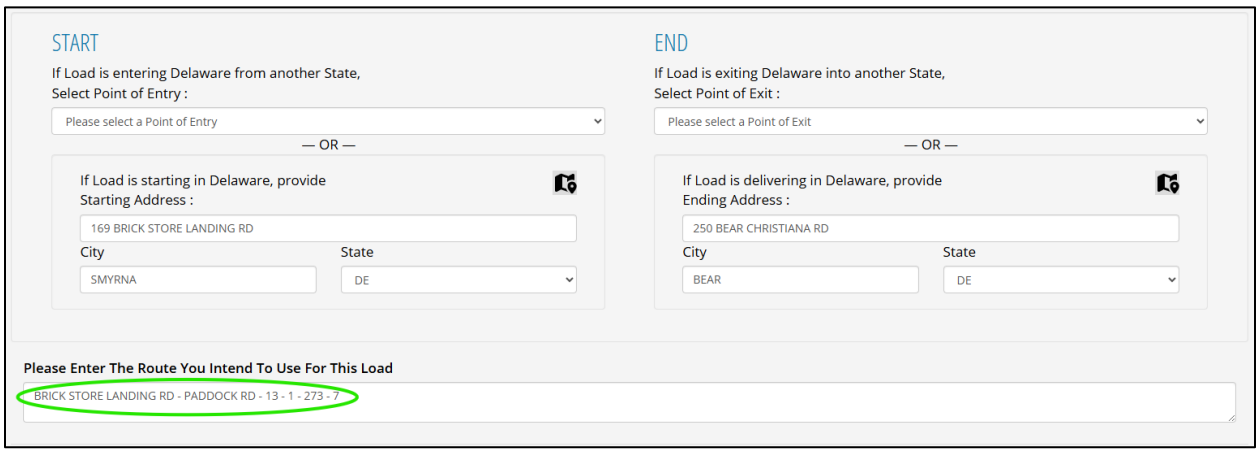


Figure 7.18: Example of Completed Route String

The following provides more information for entering route strings:

DO AND DO NOTs
WHEN ENTERING ROUTE IN THE ROUTE DATA FIELD:

Do use only Interstate, US, State, and County roads.
Do not enter city or development street names. **Rule Exception** – City street(s) should be entered if street is in downtown **WILMINGTON**.

Do separate the road number or road name with a space hyphen space such as 13 - HAMBURG RD.

Do not use a comma (,) ampersand (&) slash (/) or any other character (other than a hyphen) to separate road number or road name

Do use authorized abbreviations such as RD vs. ROAD, ST vs. STREET, AVE vs. AVENUE, HWY vs. HIGHWAY, LA vs. LANE, BLVD vs. BOULEVARD, CT vs. COURT, CIR vs. CIRCLE, etc

Do not precede road number(s) with ROUTE, RD, RT, DE, CR, SR, US, I, etc

Do not use periods

Do not enter directions, direction of travel, city names, address, etc.

When entering the State of Delaware, begin Route string with MD/DE LINE, PA/DE LINE, or NJ/DE LINE indicating state line being crossed and direction of travel. Direction of travel will be indicated by the order of states listed, i.e. When moving from NJ to DE the entry will be NJ/DE LINE indicating move is made entering Delaware from an adjacent state in this case New Jersey..

When exiting the State of Delaware, end Route string with DE/MD LINE, DE/PA LINE, or DE/NJ LINE indicating state line being crossed and direction of travel.

Examples of Route strings:

Route string using road number(s) only	**13 - 40 - 113**
Route string using road name(s) AND road number(s)	**SUSSEX HWY - 40 - 113**
Route string using road name(s) only	**SUSSEX HWY - REDDEN RD - DUPONT BLVD**
Route string entering Delaware	**MD/DE LINE - 13 - 40 – 113**

Route string exiting Delaware **113 - 40 - 13 - DE/MD LINE**

Route string entering and exiting Delaware **MD/DE LINE - 95 - 495 - 95 - DE/PA LINE**

Once the starting and ending points and the route string are complete, click NEXT to move to the Comments section.

Step 5 – Comments

On this screen, the user will enter information regarding Lowboy Trailer (if applicable), After Hour Envelope Vehicle Move (if applicable), After Hour Move (Other) (if applicable) or any pertinent comments that pertain to the move or the permit application.

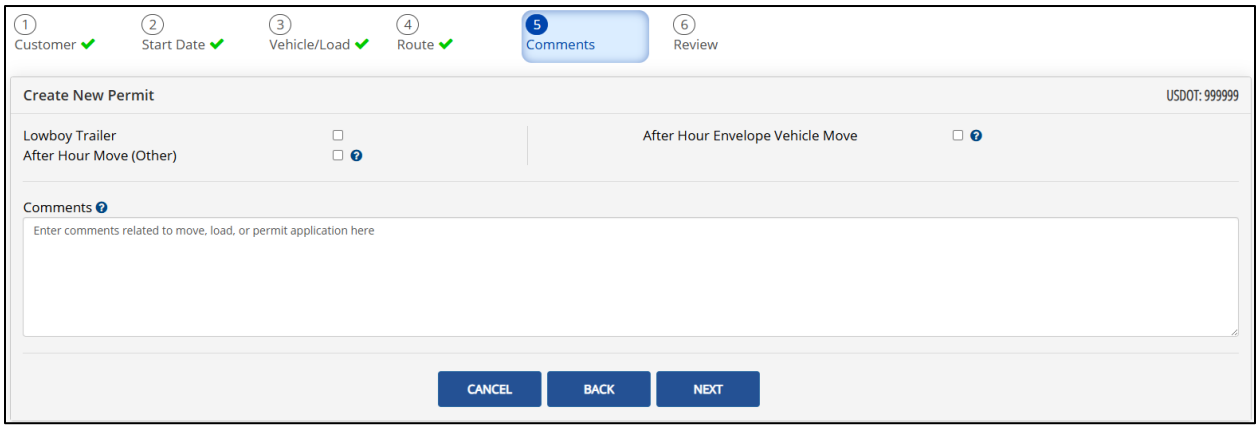


Figure 7.19: Comments Screen (Step 5)

Step 5.1 – Lowboy Trailer: Click on the check box to confirm the use of a Lowboy trailer. A Lowboy trailer is defined as a semi-trailer with two drops in deck height: one right after the gooseneck and one right before the wheels.

Step 5.2 – After Hour Move (Other): When requesting After Hour Move (Night Move) for vehicle/load **exceeding 75 feet in Length, 12 feet in Width, 14 feet 6 inches in Height, and GVW of 120,000 lbs.** may request After Hour Move by clicking the After Hou Move (Other) check box and enter the following **SPECIFIC ITEMS** in the in Comments data field:

JUSTIFICATION (explain why move is necessary)

DATE OF MOVE or **DATES OF MOVE** (if inclusive times of move involves more than one day)

INCLUSIVE TIMES OF MOVE in DELAWARE (Start time at Point of Origin in DE or State Line and End time at Destination in DE or at State Line)

Step 5.3 – After Hour Envelope Vehicle Move: A vehicle/load **not exceeding 75 feet in Length, 12 feet in Width, 14 feet 6 inches in Height, and GVW of 120,000 lbs.** may in addition to normal sunrise to sunset movement be authorized, with prior approval, to move 9pm to 5am Monday through Friday prior to the Expiration Date of permit. When requesting this type of After Hour move click the **After Hour Envelope Vehicle Move** check box and enter **Request Envelope Vehicle Night Move** in the Comments data field.

Step 5.4 – Comment Data Field:

This data field is used to provide an electronic means of communication between the 'User' and DelDOT Permit Agents.

Comment(s) can be entered to explain or amplify a data field entry to the reviewing DelDOT Permit Agent.

Comments are mandatory for certain action such as requesting After Hour moves, placing permit in Hold status and Rejecting a permit.

Comments will normally be used by the reviewing Permit Agent to identify errors in the permit application after the automated system has entered it in the database. In most cases errors will be listed by data field and making reference to corrective action to be taken.

NOTE: Comments will not display on the final printed permit, therefore, data field entries will not be entered in the Comments section.

Upon completion of Step 5, click **NEXT** to move to the Review Permit screen.

Step 6 – Review Permit

The final step is to complete a review of the permit before submitting.

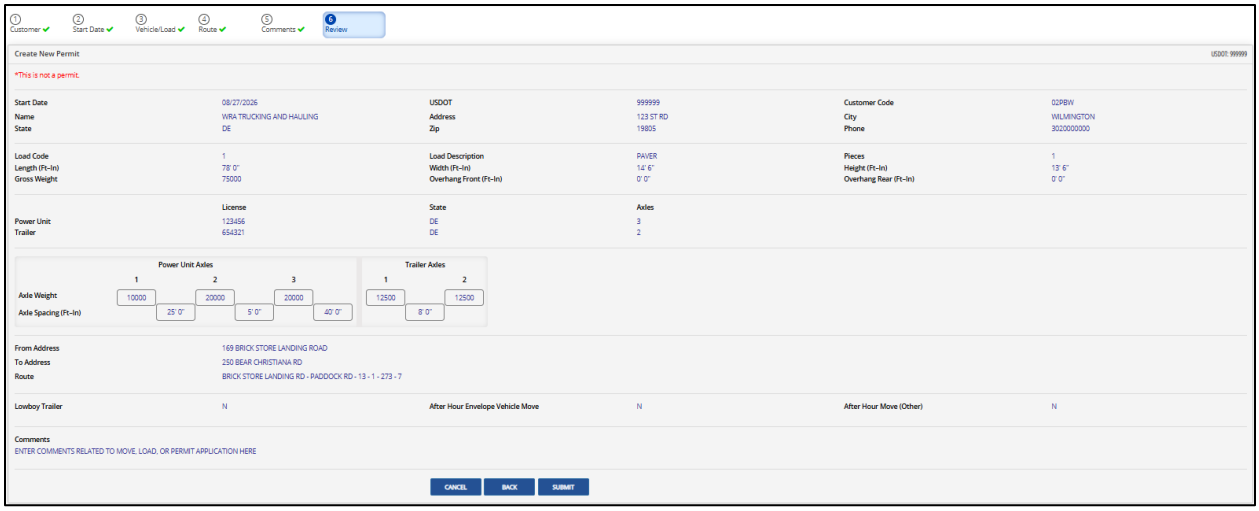


Figure 7.20: Permit Review Screen

If changes need to be made, click the back button to return to the appropriate step, make the corrections/changes, and click Next from those screens to return to the Review step.

Step 7 – Submit Permit

If the permit is ready to submit, click the **SUBMIT** button.

If the permit was created successfully, the Confirmation screen will appear indicating that the permit has been successfully created.

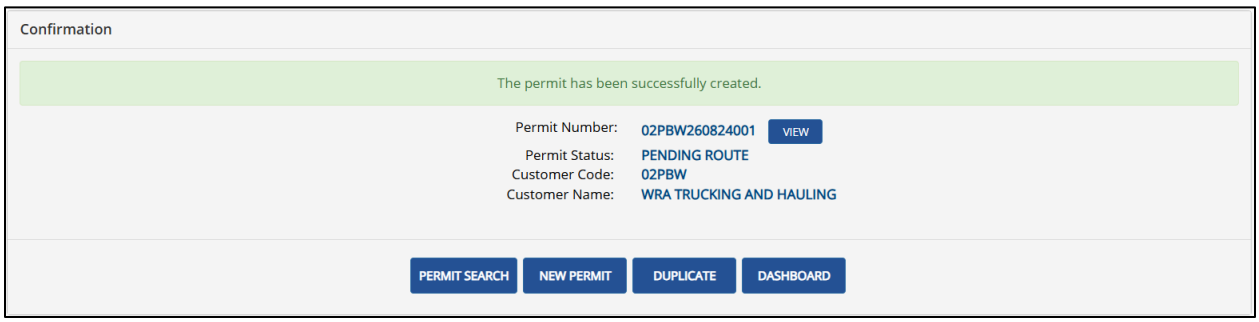


Figure 7.21: Permit Successfully Completed Screen

'Click' on the **DASHBOARD** function button to return to the home page.

When a permit has been successfully entered it will be transmitted to the DelDOT Hauling Permit Section work queue. Permits are reviewed as received and may be routed to different DelDOT Permit Agents depending on the status of the permit.

Once a permit has been created axles qty, individual axle data or GVW **cannot be modified**.

8.0 Determining the status of the permit.

When the 'User' logs in to the system a Permit List will display on the **Main** screen which lists permits in a Pending, Hold, Approved, Modapproved, Reapproved or Rejected status

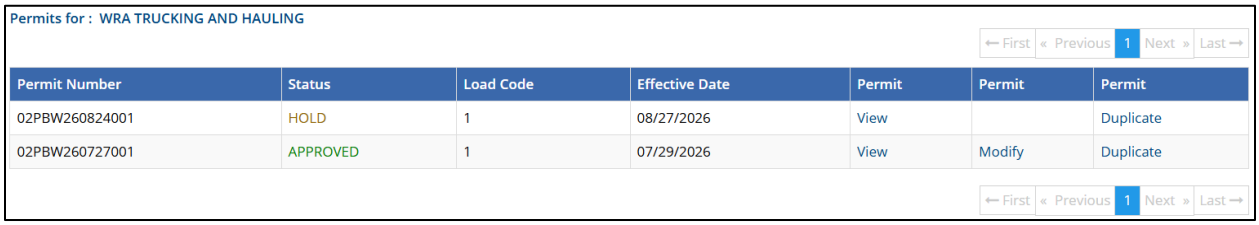


Figure 8.1: Permit List

The Permit List displays permits the 'User' has entered and are awaiting approval action or purchase. During each stage of the permit life cycle the status will change depending on the level of review and approval process. Listed below are statuses a permit may be subject to:

PERMIT STATUS

Status	Definition
PENDING ROUTE	Permit has been successfully entered into the system database and is waiting a manual or automated review at the Hauling Permit Section. With a few exceptions ALL permits are created in this status and are first reviewed by a DelDOT Hauling Permit Agent.
PENDING BRIDGE	If the GVW exceeds 120000 pounds the status will change to PENDING BRIDGE. In this status the permit will undergo a manual or automated bridge analysis by Bridge Engineers to verify or fail movement over the state's infrastructure. Also subject to Bridge review are vehicles with an individual axle at or over 25000 lbs. This weight is subject to change as determined by Bridge Management Engineers.
PENDING TRAFFIC	If the customer requests movement after normal operating hours, Monday thru Friday sunrise to sunset, the status will change to PENDING TRAFFIC. In this status the permit will undergo a manual or automated review by Engineers in the

Traffic Department. Permits may also be placed in this status upon the determination of the Permit Agent for extreme oversize or complex moves.

APPROVED When permit has been approved from one or more of above statuses a 'User' may view and purchase permit or modify and resubmit to system for approval of changed data fields.

MODAPPROVED A permit will be in this status if the reviewing Agent (Permit, Bridge, Signal or Traffic) has Modified and Approved the permit. Modified data field will display in red.

VALIDATED After purchase by the 'User' the permit will change to a Validated status.

AMENDED If a permit has been modified after purchase (Validated) by a Permit Agent it will be in an amended state until the reviewing Agent Approves it. 'User' will not see this interim status. See paragraph **13. Amending a Validated permit.** below for acceptable justification to request an amended permit.

REAPPROVED If the reviewing Agent Approves the post Validated permit it will go to a Reapproved status waiting for the 'User' to review and repurchase and reprint the permit. Original fee will be voided and new fee applied to the Reapproved permit and will be reflected on the Customer Transaction Report.

HOLD A permit will be put in HOLD status when the reviewing Agent (Permit, Bridge, Signal or Traffic) has questions regarding the permit or errors are present in identified data fields. The Agent will enter Comments explaining why the permit was placed on HOLD. The customer upon viewing the permit can 'click' the **Off Hold** function button, modify the permit and resubmit. The 'User' may also place permit on hold for any reason, i.e. load is not ready to move.

REJECTED Permits can be rejected by any 'User' prior to Validation. 'User' can reject the selected permit by entering a Comment and 'clicking' on the 'Reject' button. A permit will stay in the rejected status for 30 days before it is purged from the system. No further action can be taken to a permit in a Rejected status other than Duplicate.

9.0 Purchasing the permit.

The OSOW Permit System forces a review of the permit before the purchase function can be performed. This ensures you agree with data entered by the 'User' or as modified by a DelDOT Agent.

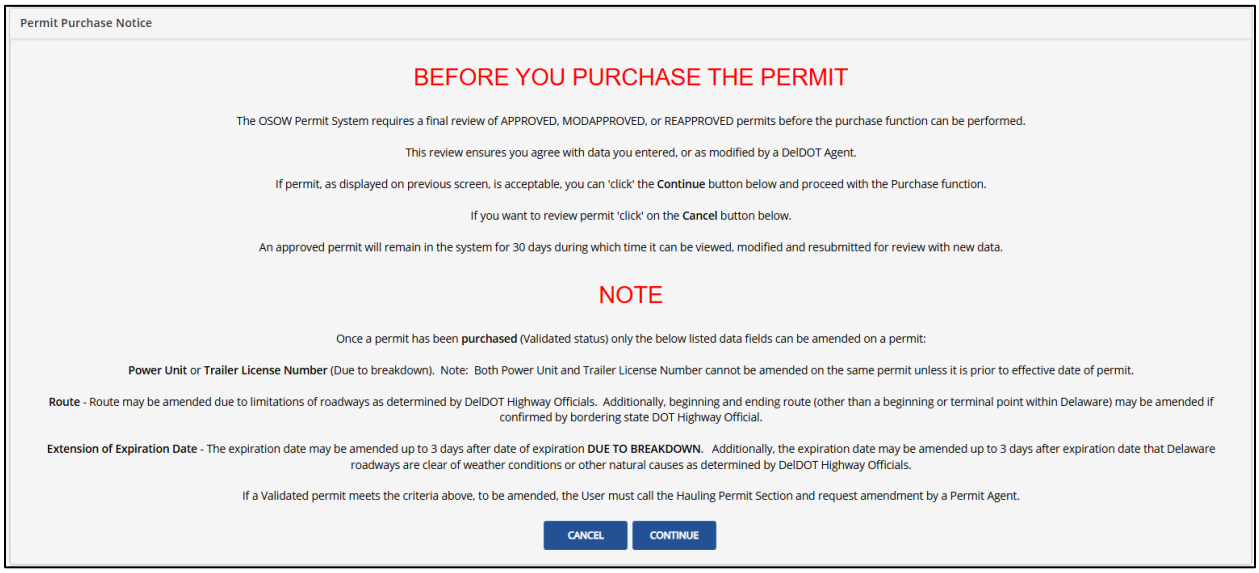


Figure 9.1: Permit Purchase Notice

To proceed with the review, click **CONTINUE**. If permit, as displayed, is acceptable, you can 'click' on the Purchase button. Once the permit is purchased, no refunds are available.

When the permit appears as status APPROVED, MODAPPROVED, or REAPPROVED in the list of permits on the Main screen or as a result of a Search the permit may be Purchased. A purchased permit is placed in a **VALIDATED** status.

A VALDIADTED permit can only be amended for reasons stated in ***Section 13.0. Amending a Validated Permit.***, therefore, a decision should be made when to purchase the permit. An approved permit will remain dormant for 30 days during which it can be recalled and Modified and resubmitted for review and approval of new information.

A **Purchase Permit** screen will display that has a Payment Type dropdown box to choose type of payment as indicated below.

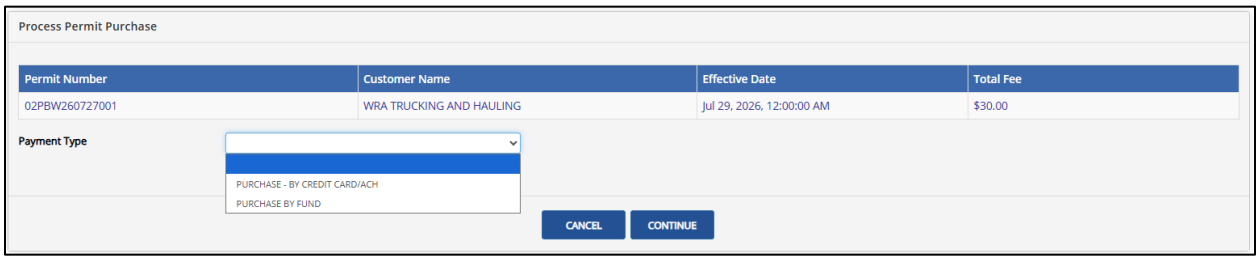


Figure 9.2: Permit Purchase Screen

<u>Purchasing the permit by Fund Account.</u>

If permit is to be purchased using the Fund Account select **PURCHASE BY FUND** as Payment Type and 'click' the Continue function button.



Figure 9.3: Permit Purchase Screen with PURCHASE BY FUND Selected

If sufficient funds **<u>are available</u>** in the Fund Account to cover the permit cost a screen will display as

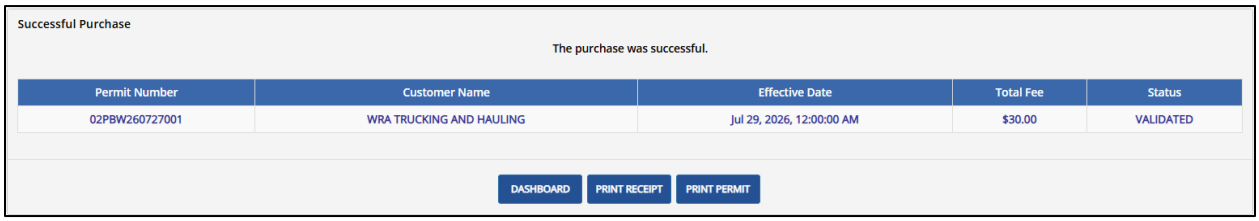


Figure 9.4: Successful Purchase Screen – Purchase by Fund Account

Though other functions are available from this screen the most often used would be to print the permit. Refer to paragraph **10. Printing the purchased (Validated status) permit.** for details on printing a permit.

If sufficient funds **<u>are not available</u>** in the Fund Account to cover the permit cost a screen will display indicating the fund has Insufficient funds and the difference in the permit cost and Fund Account balance.

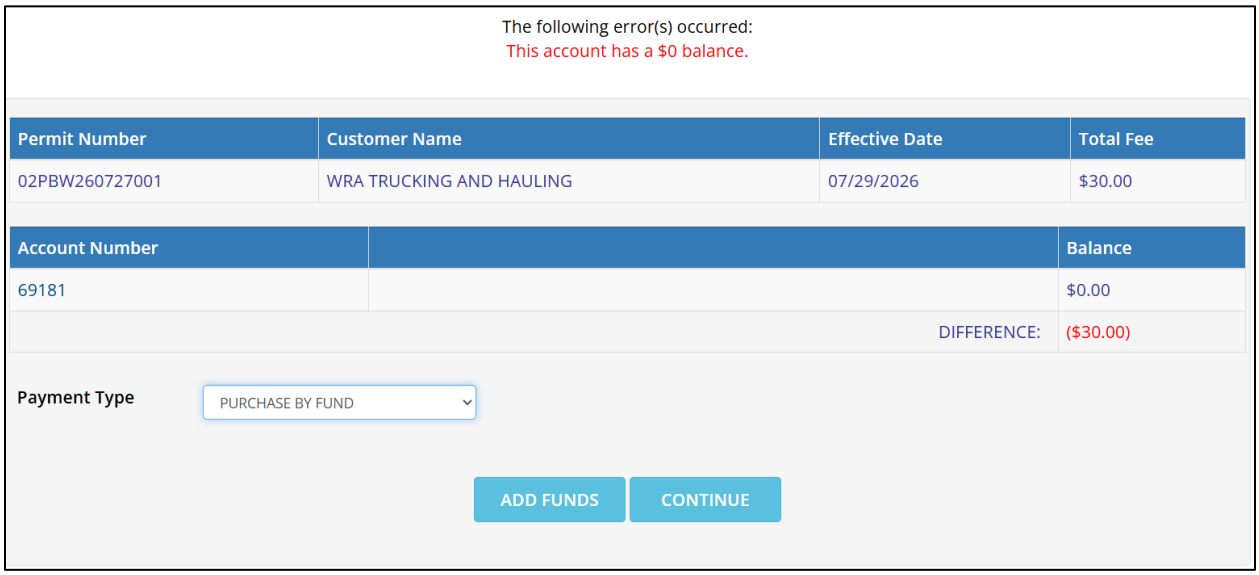


Figure 9.5: Purchase by Fund Account Error Message

To satisfy the difference deposit an additional amount, funds can be deposited into the Fund Account by using the Add Funds function button. Select Payment Type PURCHASE BY FUND and 'click' the Add Funds button.

Follow the procedures in ***Section 14.0. Maintaining a Fund Account*** for adding funds to a Fund Account

Upon completion of adding funds to your Fund Account, select the Purchase by Fund payment type and click Continue and the Successful Purchase screen will display as shown as shown above in Figure 9.4.

Purchasing the permit by Credit Card

If permit is to be purchased using a Credit Card or Electronic Check/ACH select and 'click' on **PURCHASE BY CREDIT CARD/ACH** from the Payment Type dropdown box.

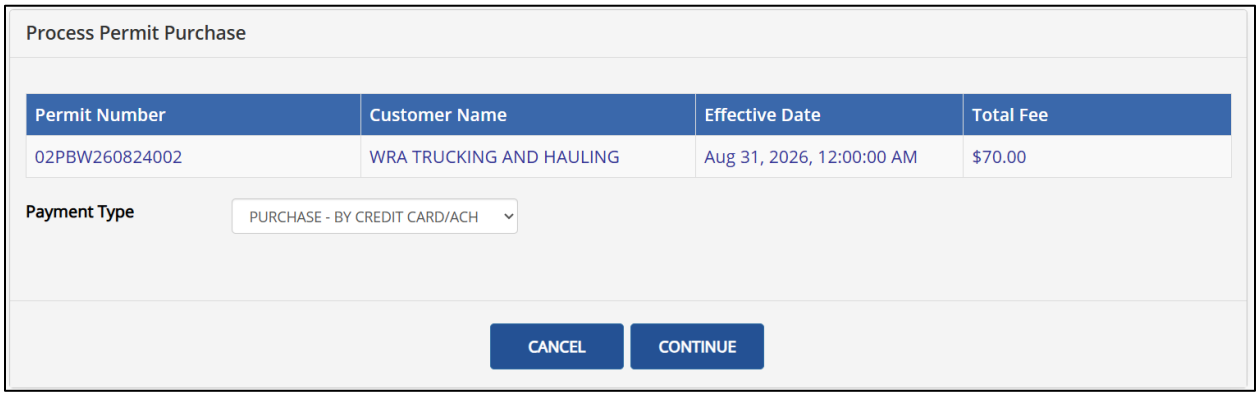


Figure 9.6: Permit Purchase Screen with PURCHASE BY CREDIT CARD/ACH Selected

Clicking **CONTINUE** will take the user to the GO DE payment program.

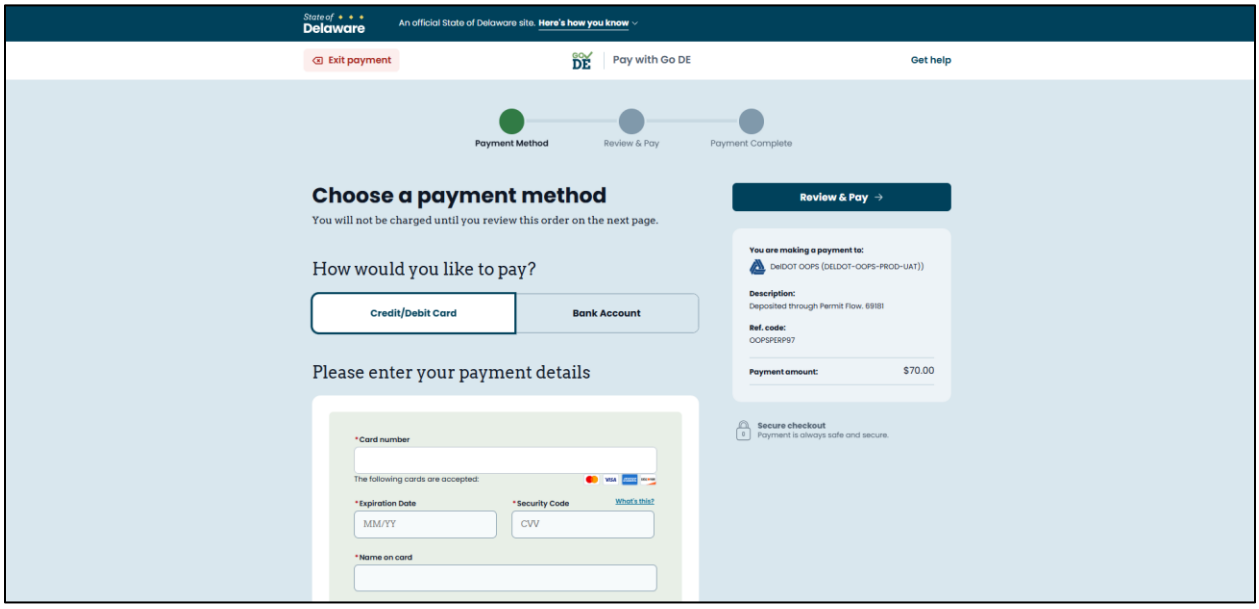


Figure 9.7: GO DE Payment Landing Page

Once on the GO DE payment landing page, the user can select payment by Credit/Debit Card or Bank Account. The following describes the process for payment by both methods.

Payment by Credit/Debit Card

To pay by Credit/Debit Card, click **Credit/Debit Card** under How would you like to pay?

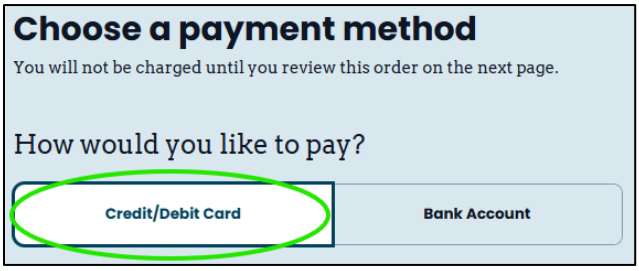


Figure 9.8: Selecting Credit/Debit Card Payment Method

Fill out the data fields for credit card information, billing information, and then click **Review & Pay**

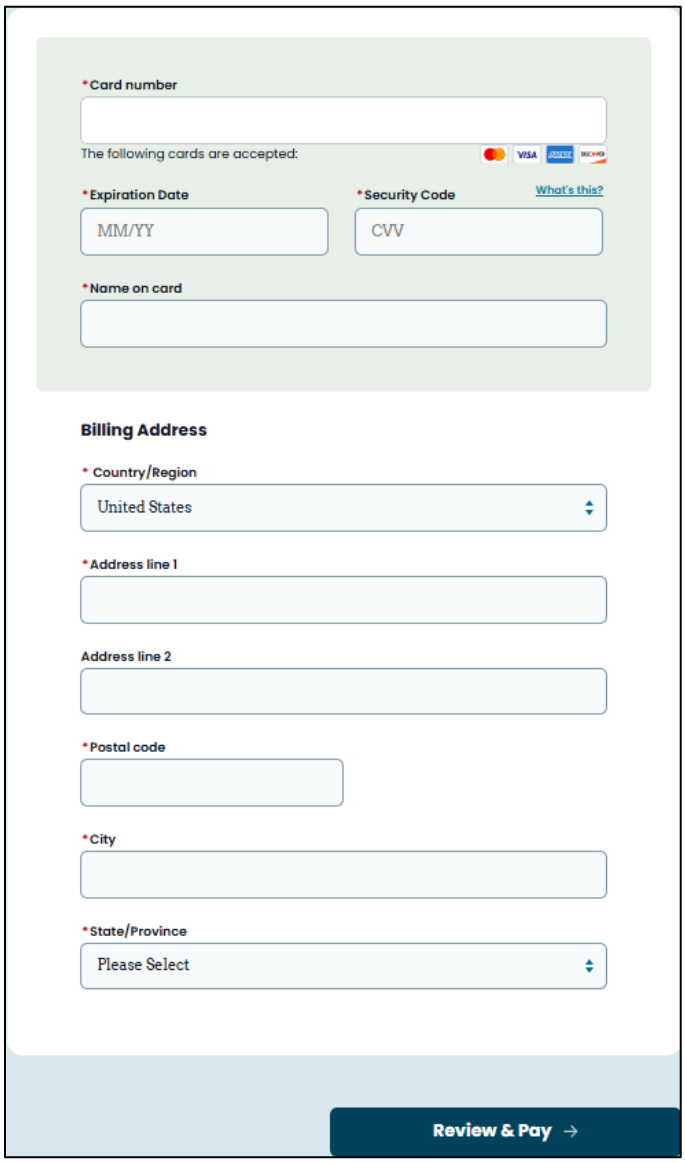


Figure 9.9: Credit/Debit Card Data Fields

After clicking on **Review & Pay**, the Review & Make Payment screen will appear. The user will review the information to confirm everything is correct before clicking on **Make Payment**.

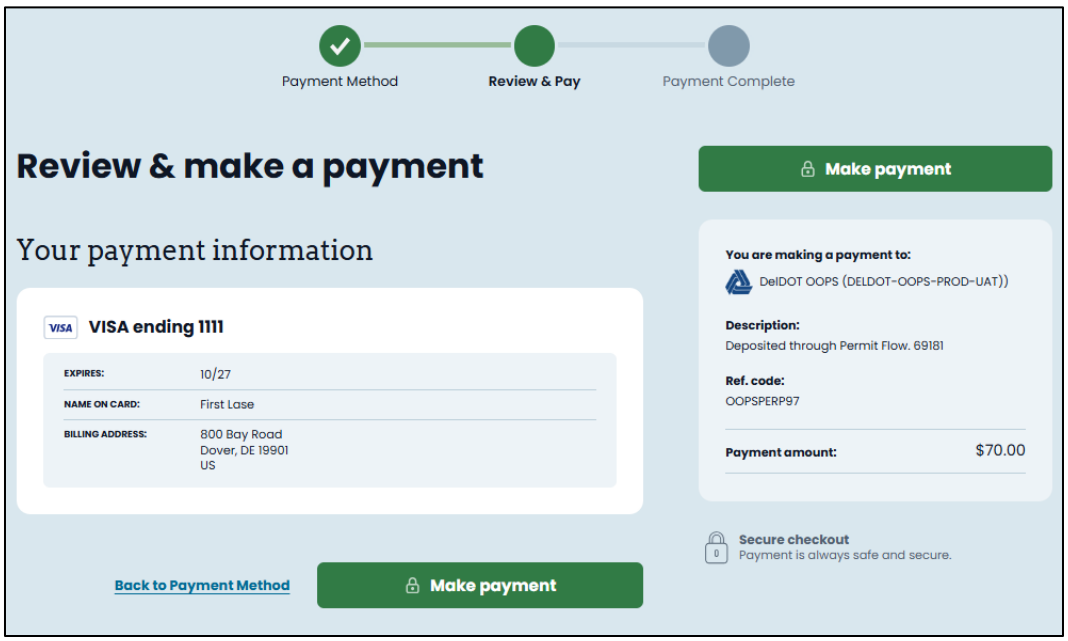


Figure 9.10: Review & Make Payment Screen – Credit/Debit Card Payment

If everything is correct, click on **Make Payment**. The system will process the payment and take the user back to the OSOW Permit System, showing that the permit purchase was successful.

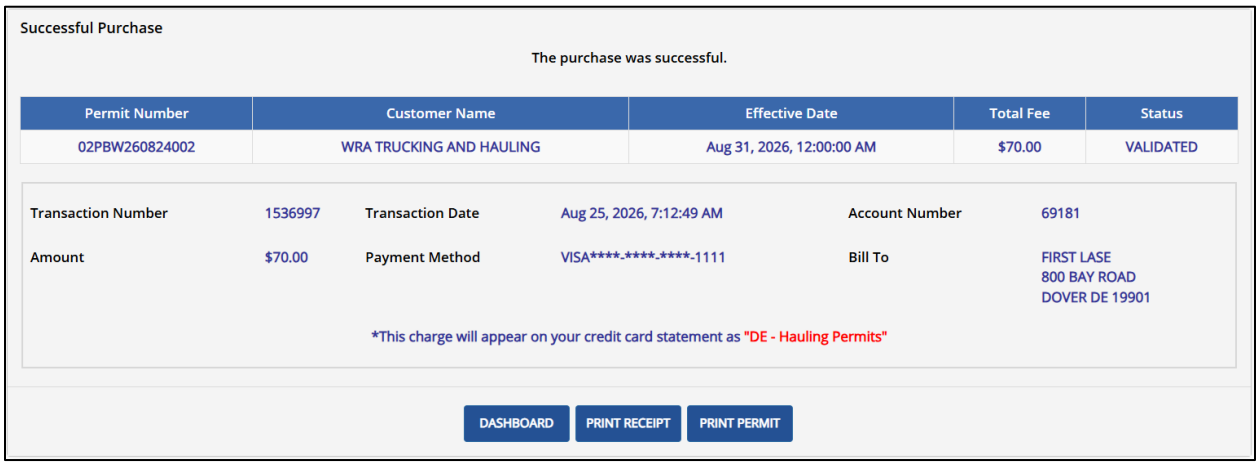
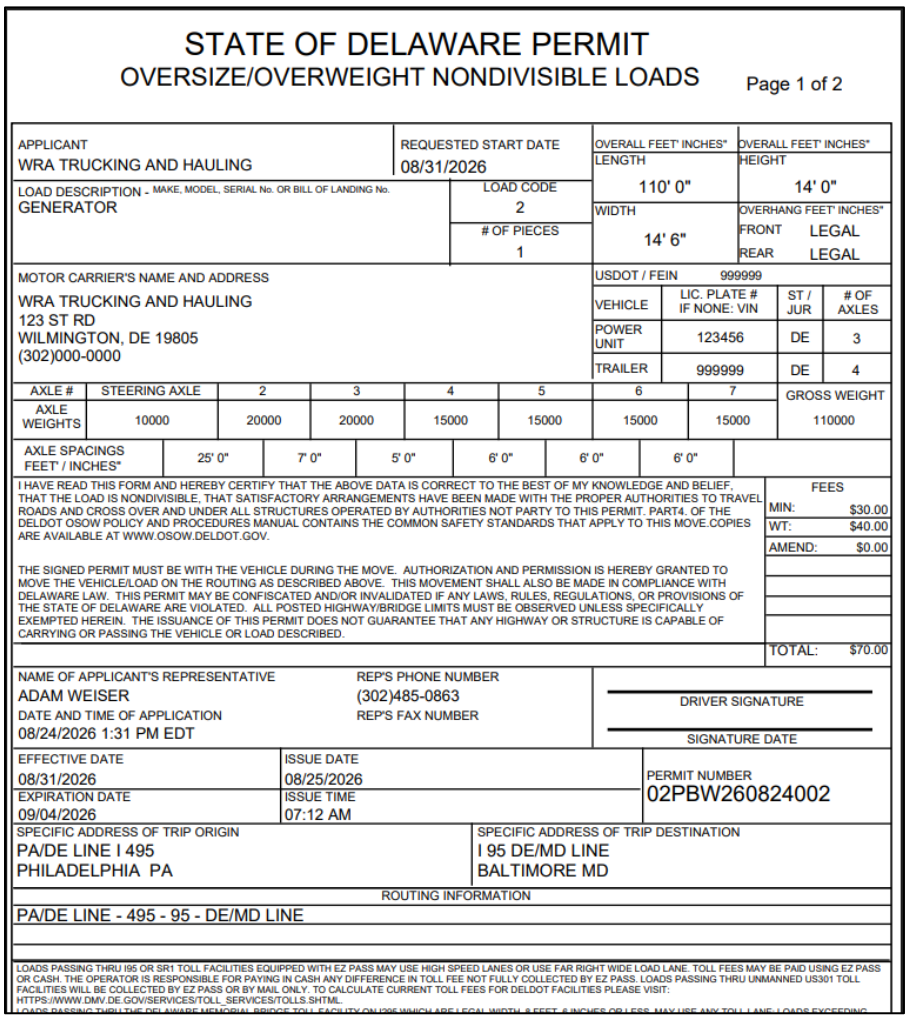


Figure 9.11: Successful Purchase Screen – Credit/Debit Card Payment

From this screen, you can click on **PRINT RECEIPT** to print a receipt of your transaction. Clicking on this will open a new tab in your browser providing options to print or download a PDF copy of your receipt.

Clicking on **PRINT PERMIT** will open a new tab in your browser showing the print version of the Permit. From here, the user can print the permit or download a PDF copy of the permit. Refer to Section ***10.0. Printing the purchased (Validated status) permit*** for details on printing a permit.



STATE OF DELAWARE PERMIT
OVERSIZE/OVERWEIGHT NONDIVISIBLE LOADS
Page 1 of 2

APPLICANT: WRA TRUCKING AND HAULING	REQUESTED START DATE: 08/31/2026	OVERALL FEET' INCHES" LENGTH: 110' 0"	OVERALL FEET' INCHES" HEIGHT: 14' 0"
LOAD DESCRIPTION - MAKE, MODEL, SERIAL No. OR BILL OF LANDING No.: GENERATOR	LOAD CODE: 2 / # OF PIECES: 1	WIDTH: 14' 6"	OVERHANG FEET' INCHES" FRONT: LEGAL / REAR: LEGAL

MOTOR CARRIER'S NAME AND ADDRESS
WRA TRUCKING AND HAULING
123 ST RD
WILMINGTON, DE 19805
(302)000-0000

USDOT / FEIN 999999

	LIC. PLATE # IF NONE: VIN	ST / JUR	# OF AXLES
VEHICLE			
POWER UNIT	123456	DE	3
TRAILER	999999	DE	4

AXLE #	STEERING AXLE	2	3	4	5	6	7	GROSS WEIGHT
AXLE WEIGHTS	10000	20000	20000	15000	15000	15000	15000	110000

AXLE SPACINGS FEET' / INCHES"	25' 0"	7' 0"	5' 0"	6' 0"	6' 0"	6' 0"

I HAVE READ THIS FORM AND HEREBY CERTIFY THAT THE ABOVE DATA IS CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF. THAT THE LOAD IS NONDIVISIBLE, THAT SATISFACTORY ARRANGEMENTS HAVE BEEN MADE WITH THE PROPER AUTHORITIES TO TRAVEL ROADS AND CROSS OVER AND UNDER ALL STRUCTURES OPERATED BY AUTHORITIES NOT PARTY TO THIS PERMIT. PART4. OF THE DELDOT OSOW POLICY AND PROCEDURES MANUAL CONTAINS THE COMMON SAFETY STANDARDS THAT APPLY TO THIS MOVE.COPIES ARE AVAILABLE AT WWW.OSOW.DELDOT.GOV.

THE SIGNED PERMIT MUST BE WITH THE VEHICLE DURING THE MOVE. AUTHORIZATION AND PERMISSION IS HEREBY GRANTED TO MOVE THE VEHICLE/LOAD ON THE ROUTING AS DESCRIBED ABOVE. THIS MOVEMENT SHALL ALSO BE MADE IN COMPLIANCE WITH DELAWARE LAW. THIS PERMIT MAY BE CONFISCATED AND/OR INVALIDATED IF ANY LAWS, RULES, REGULATIONS, OR PROVISIONS OF THE STATE OF DELAWARE ARE VIOLATED. ALL POSTED HIGHWAY/BRIDGE LIMITS MUST BE OBSERVED UNLESS SPECIFICALLY EXEMPTED HEREIN. THE ISSUANCE OF THIS PERMIT DOES NOT GUARANTEE THAT ANY HIGHWAY OR STRUCTURE IS CAPABLE OF CARRYING OR PASSING THE VEHICLE OR LOAD DESCRIBED.

FEES	
MIN:	$30.00
WT:	$40.00
AMEND:	$0.00
TOTAL:	$70.00

NAME OF APPLICANT'S REPRESENTATIVE: ADAM WEISER	REP'S PHONE NUMBER: (302)485-0863
DATE AND TIME OF APPLICATION: 08/24/2026 1:31 PM EDT	REP'S FAX NUMBER

DRIVER SIGNATURE
SIGNATURE DATE

EFFECTIVE DATE: 08/31/2026	ISSUE DATE: 08/25/2026	PERMIT NUMBER: 02PBW260824002
EXPIRATION DATE: 09/04/2026	ISSUE TIME: 07:12 AM	

SPECIFIC ADDRESS OF TRIP ORIGIN	SPECIFIC ADDRESS OF TRIP DESTINATION
PA/DE LINE I 495 PHILADELPHIA PA	I 95 DE/MD LINE BALTIMORE MD

ROUTING INFORMATION
PA/DE LINE - 495 - 95 - DE/MD LINE

LOADS PASSING THRU I95 OR SR1 TOLL FACILITIES EQUIPPED WITH EZ PASS MAY USE HIGH SPEED LANES OR USE FAR RIGHT WIDE LOAD LANE. TOLL FEES MAY BE PAID USING EZ PASS OR CASH. THE OPERATOR IS RESPONSIBLE FOR PAYING IN CASH ANY DIFFERENCE IN TOLL FEE NOT FULLY COLLECTED BY EZ PASS. LOADS PASSING THRU UNMANNED US301 TOLL FACILITIES WILL BE COLLECTED BY EZ PASS OR BY MAIL ONLY. TO CALCULATE CURRENT TOLL FEES FOR DELDOT FACILITIES PLEASE VISIT: HTTPS://WWW.DMV.DE.GOV/SERVICES/TOLL_SERVICES/TOLLS.SHTML

Figure 9.12: Example of Print Version of Validated Permit

Clicking on **DASHBOARD** will take the user back to the permit landing page.

If an error occurs with your Credit Card processing an error message similar to this will appear at the top of the Choose a payment method page and the text box with the error will be outlined in red:

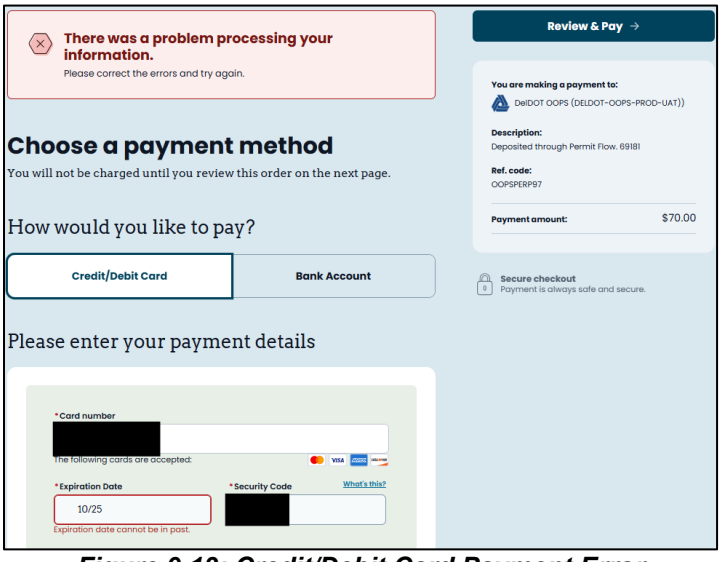


Figure 9.13: Credit/Debit Card Payment Error

Correct the applicable data field or contact the card issuer and resubmit transaction.

Payment by ACH/Electronic Check

To pay by ACH/Electronic Check, click **Bank Account** under How would you like to pay?

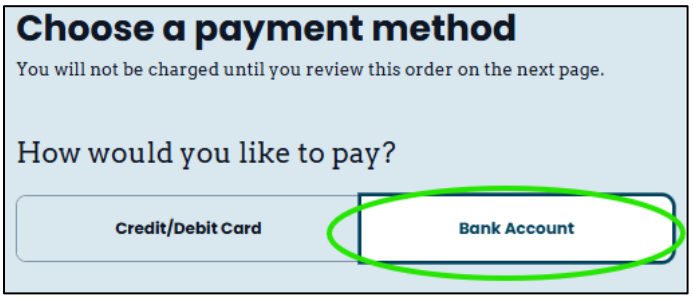


Figure 9.14: Selecting Bank Account Payment Method

Fill out the data fields for the payment information and then click **Review & Pay**

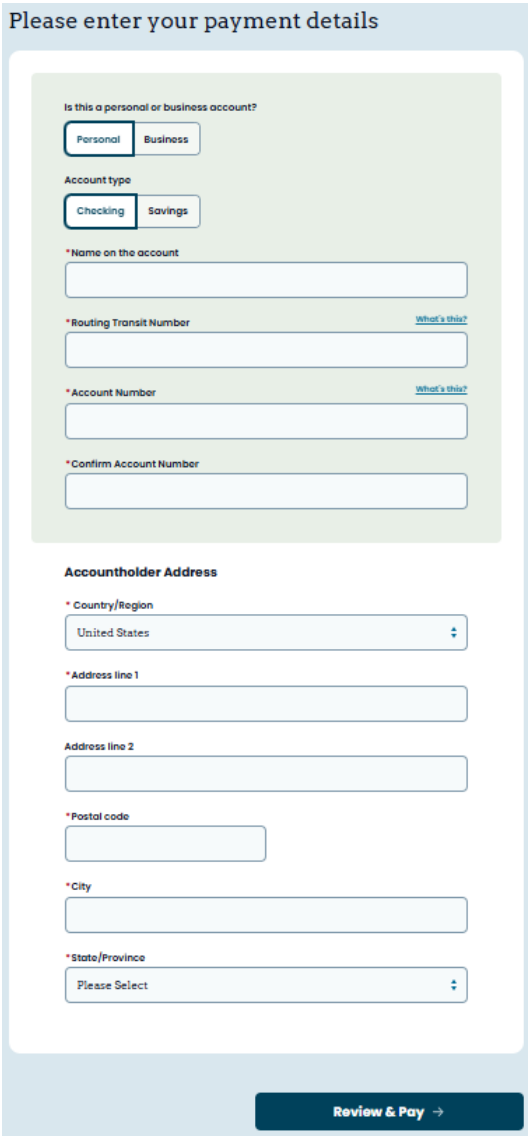


Figure 9.15: Bank Account Data Fields

After clicking on **Review & Pay**, the Review & Make Payment screen will appear. The user will review the information to confirm everything is correct before clicking on **Make Payment**.

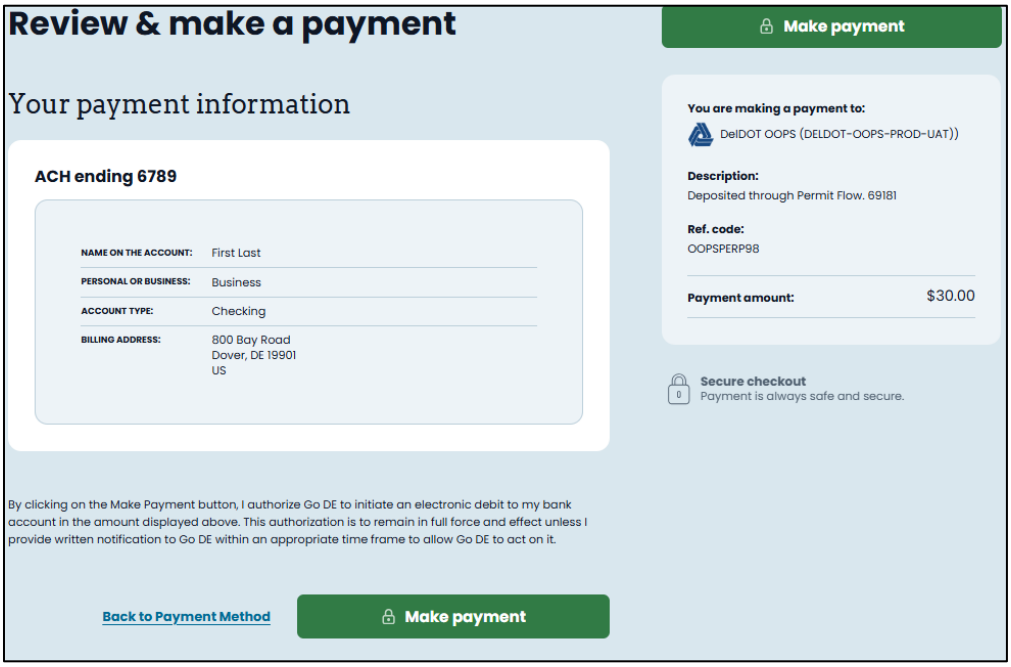


Figure 9.16: Review & Make Payment Screen – Electronic Check/ACH Payment

If everything is correct, click on **Make Payment**. The system will process the payment and take the user back to the OSOW Permit System, showing that the permit purchase was successful.

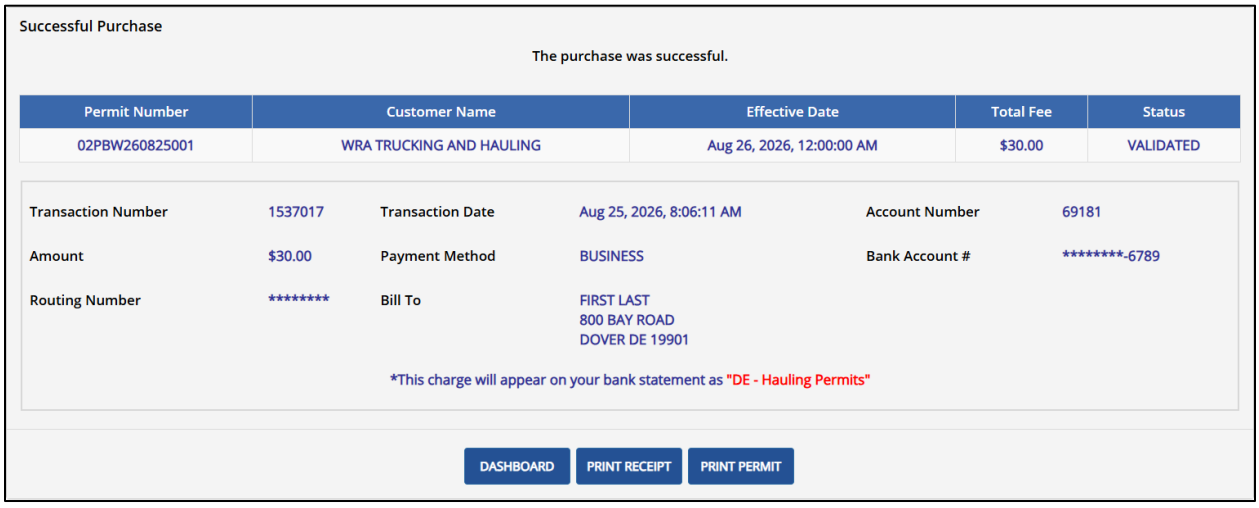


Figure 9.17: Successful Purchase Screen – Credit/Debit Card Payment

From this screen, you can click on **PRINT RECEIPT** to print a receipt of your transaction. Clicking on this will open a new tab in your browser providing options to print or download a PDF copy of your receipt.

Clicking on **PRINT PERMIT** will open a new tab in your browser showing the print version of the Permit. From here, the user can print the permit or download a PDF copy of the permit. Refer to Section ***10.0. Printing the purchased (Validated status) permit*** for details on printing a permit.

Clicking on **DASHBOARD** will take the user back to the permit landing page.

If an error occurs with your Electronic Check processing an error message similar to this will appear at the top of the payment page and the data field with the error will be outlined in red:

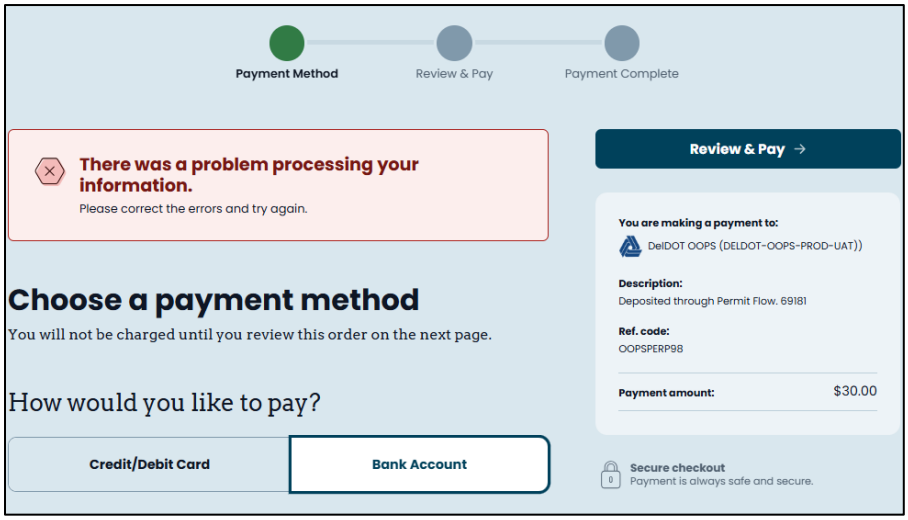


Figure 9.18: Electronic Check/ACH Payment Error

Correct the applicable data field or contact the bank and follow the steps above to complete the transaction.

10.0 Printing the purchased (Validated status) permit.

When ‘User’ has purchased the permit, you will be given the option to print the permit at that time. If you decide to delay the printing of the Validated permit, you can print at a later time. You would do this by searching for your validated permits, selecting the permit that you want to print, select ‘View’, view permit and 'click' on the ‘Print’ button.

11.0 Duplicating an existing permit.

Any permit that is entered into the application is available for duplication. This function allows you to duplicate all of the information associated with an existing permit for the purpose of requesting a new permit with slightly different information. In some cases, this function can save you significant keystrokes and increase your accuracy. To perform this function, you need to invoke the permit search function and request a permit(s). From the permit list screen, you can select a permit to be duplicated. Once you select a permit to be duplicated and 'click' on the ‘Duplicate’ button, the application will automatically take you to the first screen of the new permit function with all of the fields appropriately filled in. At this time, you can modify any of those fields or simply 'click' on the ‘Submit’ button. Upon this action, the application will take you to the second screen of the new permit function with all of the pertinent fields filled in with the information from the *duplicated* permit. When you 'click' the ‘Submit’ button, the application will save the permit into the application and display to you on the following screen, the permit number associated with your new permit.

12.0 Modifying an existing permit.

If you 'click' on the ‘Modify Permit’ button after selecting a permit from the list of search results, you will be presented with a screen that displays all of the information associated with the permit. From this screen, you can change the information in any of the modifiable fields. When you 'click' on the ‘Submit’ button, the application will verify that the business rules have passed and it will save the modified permit. Depending on the fields that were changed, the status of the permit will be changed to ‘Pending Route’, ‘Pending Bridge’, or ‘Pending After Hours’.

13.0 Amending a Validated permit.

Only a DelDOT Permit Agent can amend a validated permit. The Customer must telephonically notify the Hauling Permit office on or before the expiration date to request an amendment of a Validated permit.

Only the following data fields may be amended:

License Number:

Power Unit License Number (**Due to breakdown**)

Trailer License Number (**Due to breakdown**)

Note: A User cannot amend both Power Unit and Trailer License Number on the same permit unless it is prior to effective date of permit.

Route:

(1). Route may be amended due to limitations of roadways as determined by DelDOT Highway Officials.

(2). Beginning and ending route (other than a beginning or terminal point within Delaware) may be amended if confirmed by bordering state DOT Highway Official.

Extension of Expiration Date:

(1). **Due to breakdown** – The expiration date may be extended up to 3 days after date of expiration.

(2). Weather conditions or other natural causes – The expiration date may be amended to the next business day after expiration date that roadways are clear of weather conditions or other natural causes as determined by DelDOT Highway Officials.

14.0 Maintaining a Fund Account.

Only the Administrators of the account – **Company Admin** (Private Companies) and **Service Admin** (Permit Service) have applicable links on their screens that allow the system to display the current status of fund account info and ability to create reports. Instructions for specific functions were explained in preceding paragraphs.

To deposit funds into a Fund Account, follow the instructions below.

On the Main screen 'click' on the **Transactions** link. The Transaction screen will display.

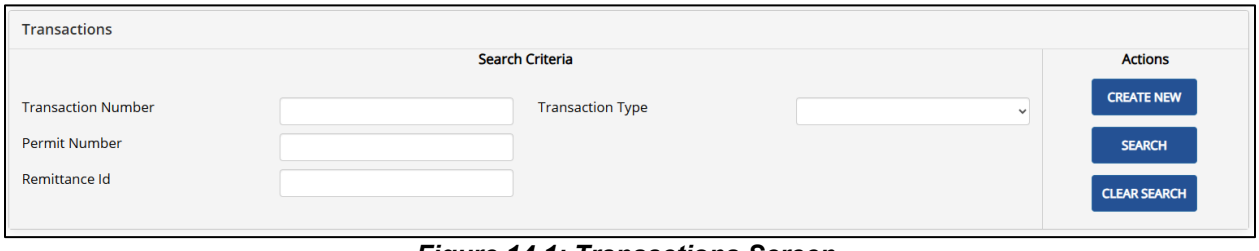


Figure 14.1: Transactions Screen

Click on the **Create New** function button under the Actions column and the Create New Transaction screen will display.

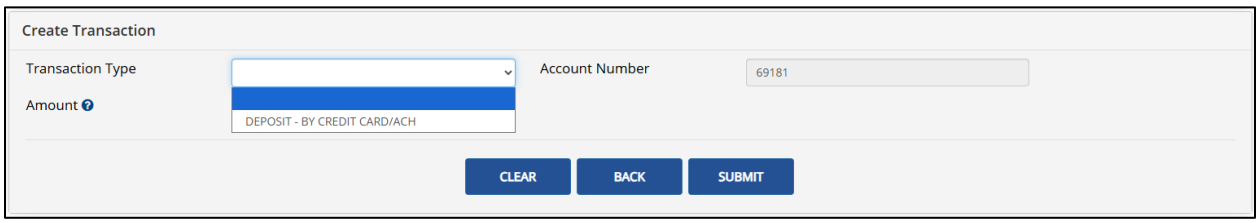


Figure 14.2: Create New Transaction Screen

When the Create New Transaction screen appears select **DEPOSIT – BY CREDIT CARD/ACH** from the Transaction Type dropdown box. Enter the **AMOUNT** and then click **SUBMIT**. After clicking **SUBMIT**, you will be taken directly to the GO DE payment page.

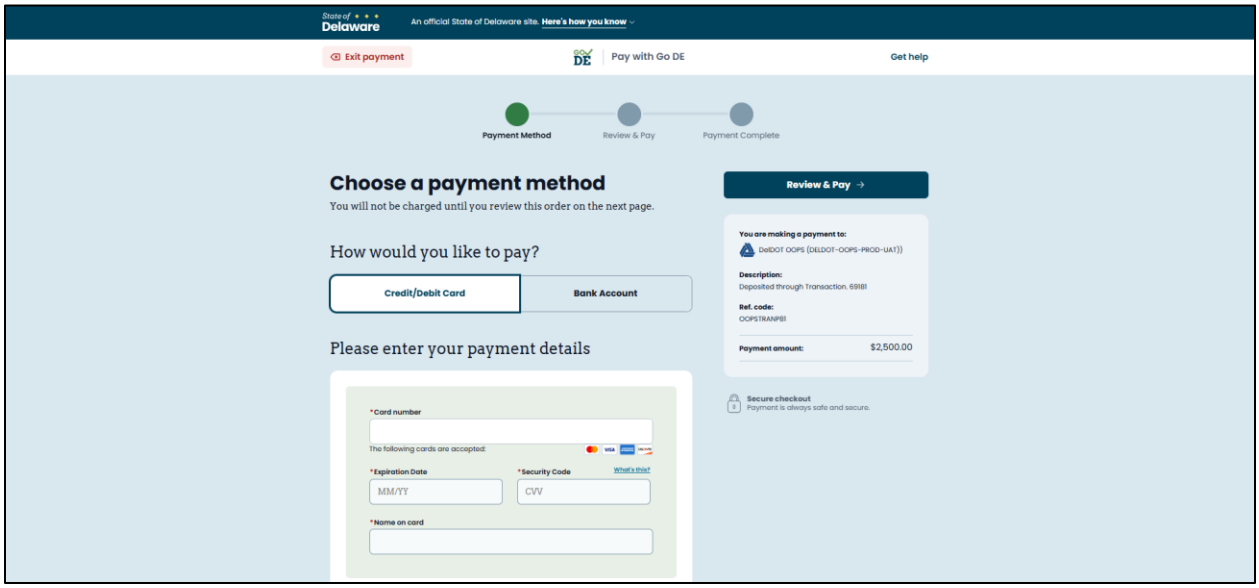


Figure 14.3: GO DE Payment Landing Page

Payment by Credit/Debit Card

To pay by Credit/Debit Card, click Credit/Debit Card under How would you like to pay?

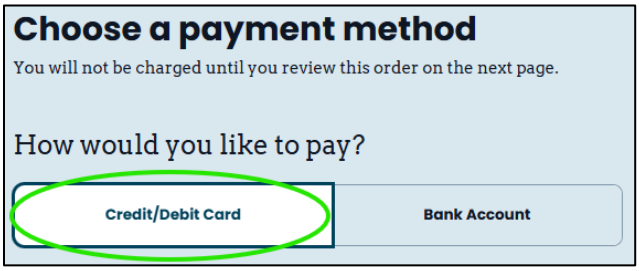


Figure 14.4: Selecting Credit/Debit Card Payment Method

Fill out the data fields for credit card information, billing information, and then click **Review & Pay**

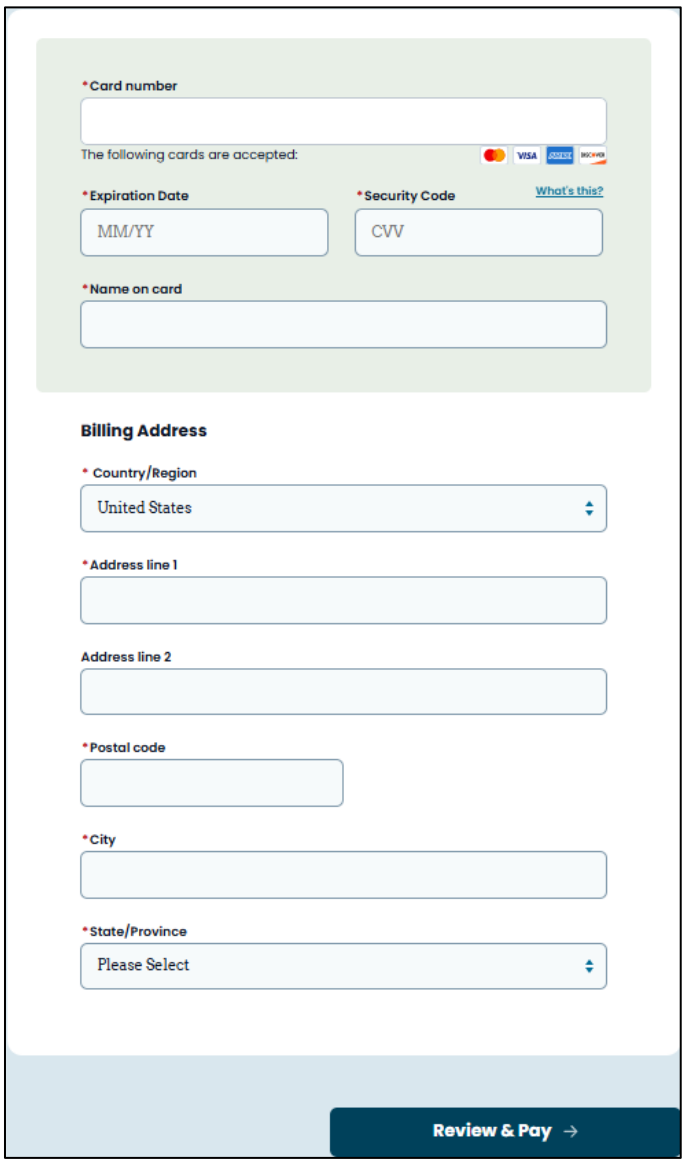


Figure 14.5: Credit/Debit Card Data Fields

After clicking on **Review & Pay**, the Review & Make Payment screen will appear. The user will review the information to confirm everything is correct before clicking on **Make Payment**.

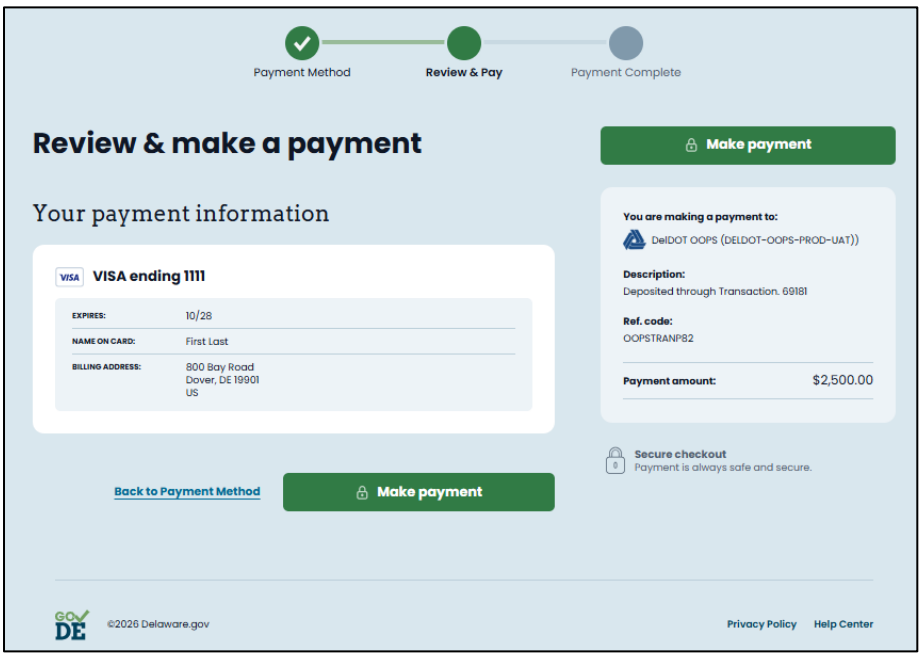


Figure 14.6: Review & Make Payment Screen – Credit/Debit Card Payment

If everything is correct, click on **Make Payment**. The system will process the payment and take the user back to the OSOW Permit System to confirm that the Fund Account purchase was successful.

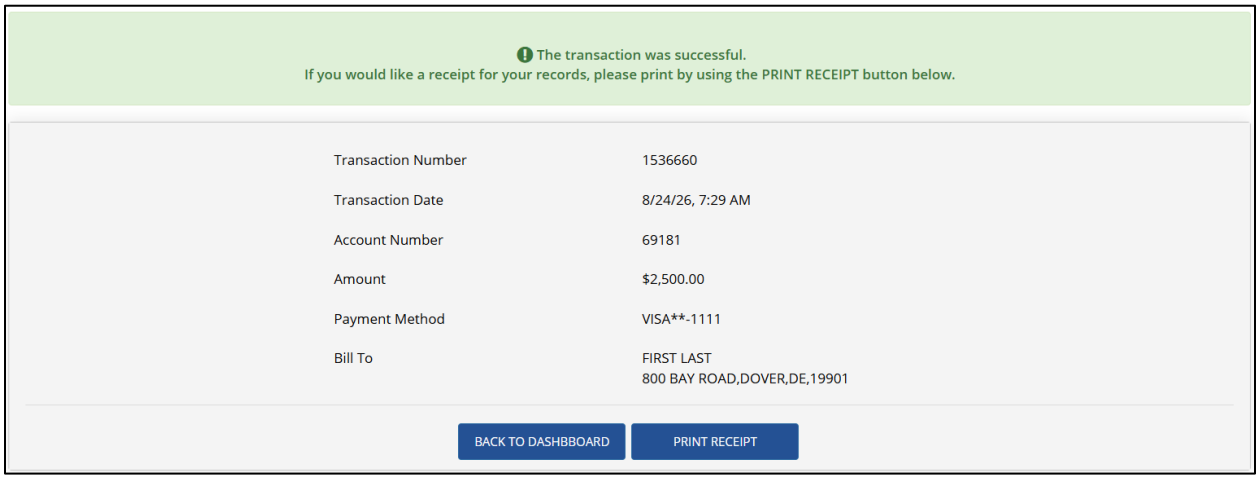


Figure 14.7: OSOW Permit System Fund Account Purchase Confirmation – Credit/Debit Card Payment

From this screen, you can click on **Print Receipt** to print a receipt of your transaction. Clicking on this will open a new tab in your browser providing options to print or download a PDF copy of your receipt.

Clicking on **Back to Dashboard** will take you back to the permit landing page.

If an error occurs with your Credit Card processing an error message similar to this will appear at the top of the Choose a payment method page and the text box with the error will be outlined in red:

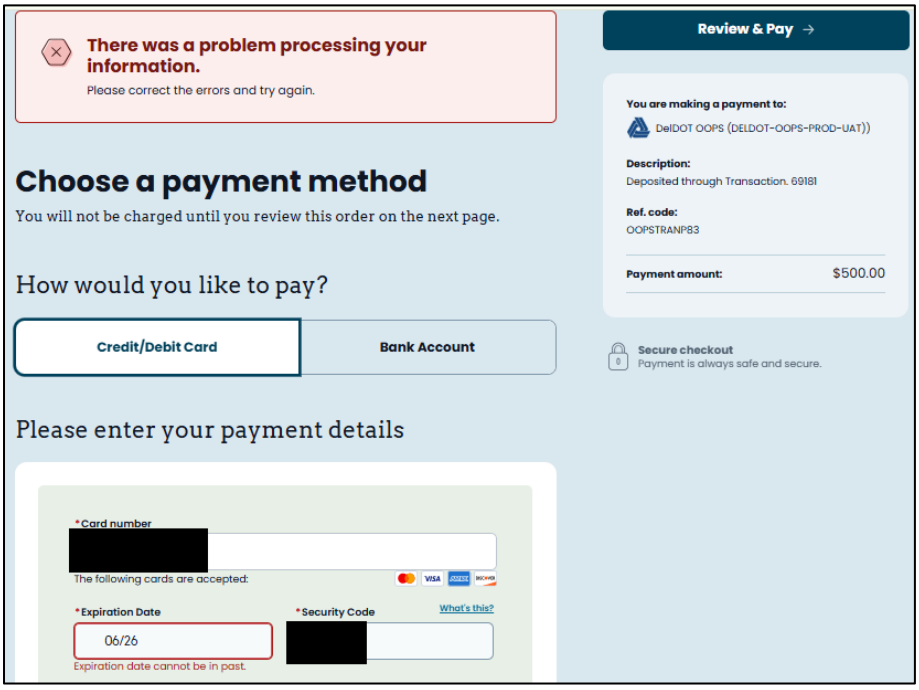


Figure 14.8: Credit/Debit Card Payment Error

Correct the applicable data field or contact the card issuer and resubmit transaction.

Payment by ACH/Electronic Check

To pay by ACH/Electronic Check, click **Bank Account** under How would you like to pay?

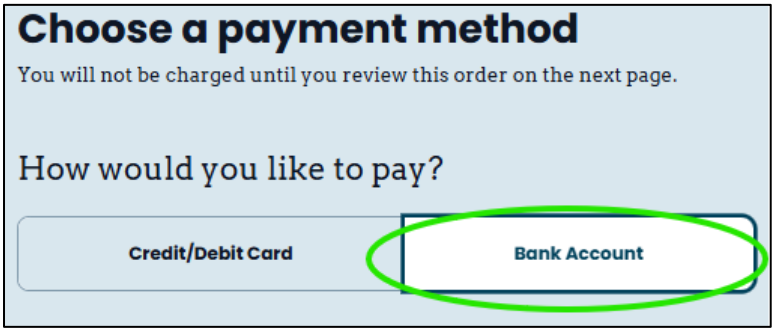


Figure 14.9: Selecting Bank Account Payment Method

Fill out the data fields for the payment information and then click **Review & Pay**

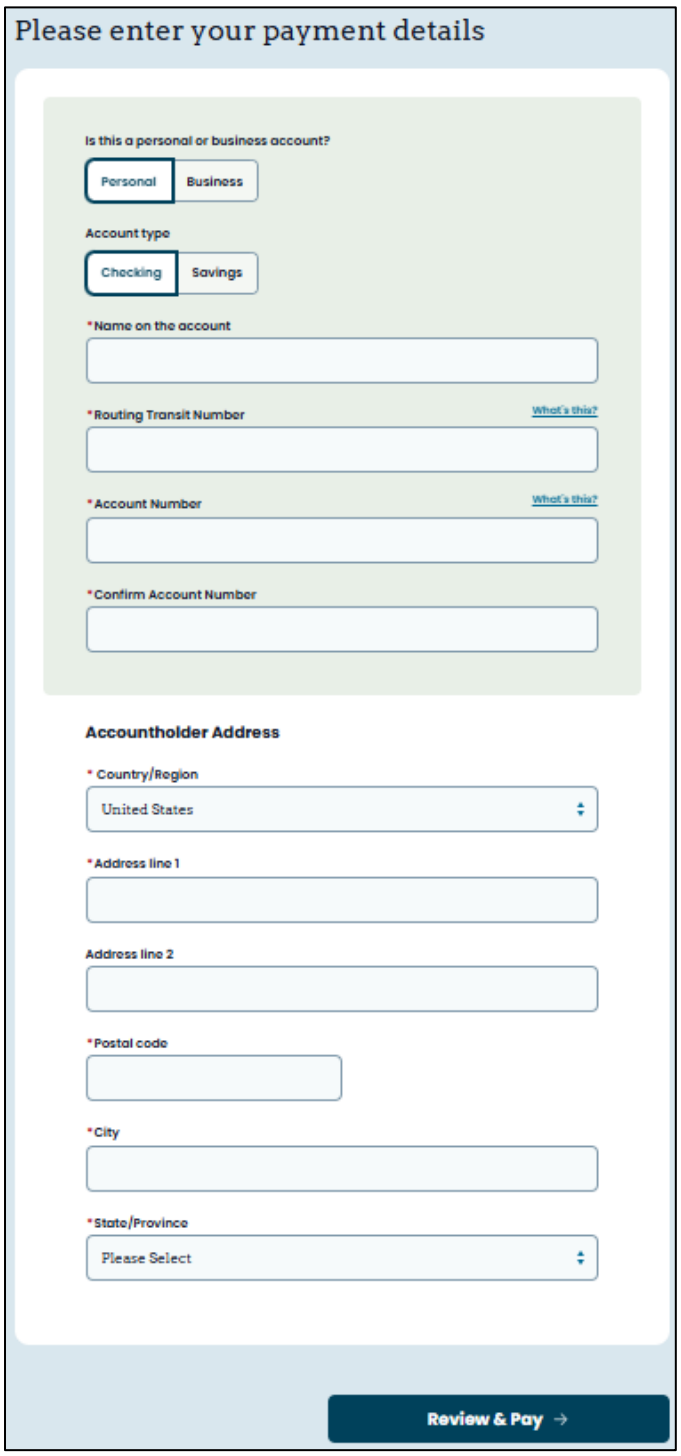


Figure 14.10: Bank Account Data Fields

After clicking on **Review & Pay**, the Review & Make Payment screen will appear. The user will review the information to confirm everything is correct before clicking on **Make Payment**.

After clicking on **Review & Pay**, the payment confirmation screen will appear.

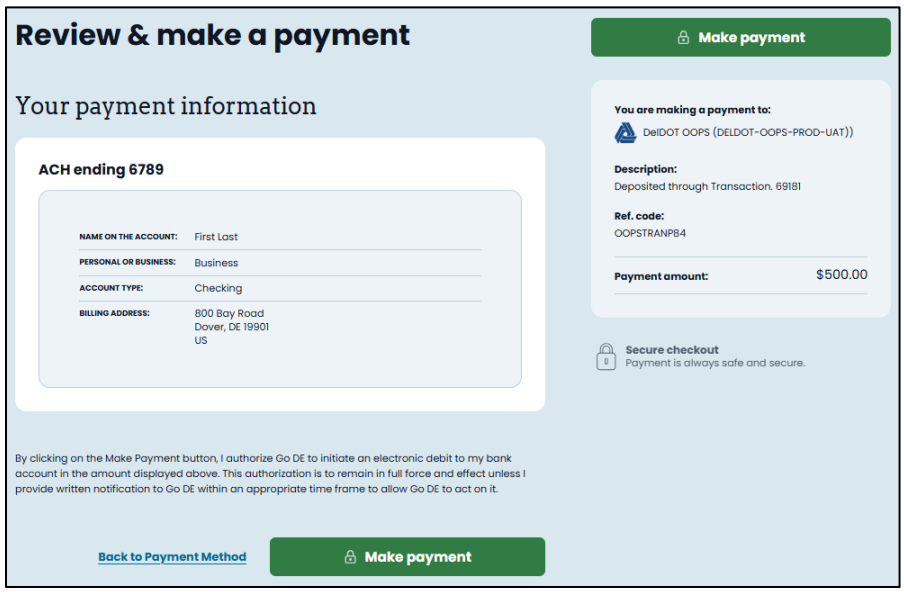


Figure 14.11: Review & Make Payment Screen – Electronic Check/ACH Payment

If everything is correct, click on **Make Payment**. The system will process the payment and take the user back to the OSOW Permit System to confirm that the Fund Account purchase was successful.

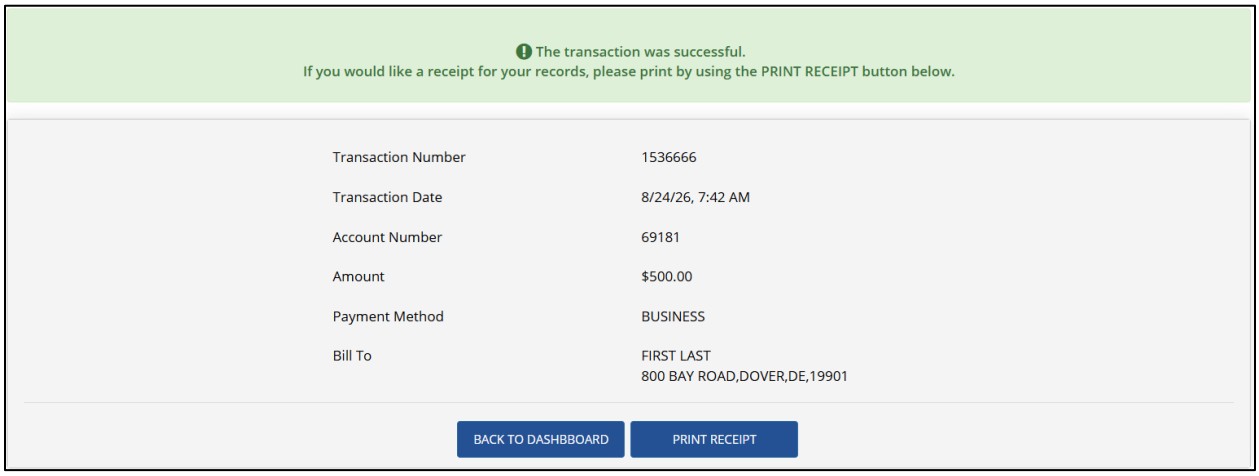


Figure 14.12: OSOW Permit System Fund Account Purchase Confirmation – Electronic Check/ACH Payment

From this screen, you can either print a receipt by clicking **PRINT RECEIPT** of your transaction or go back to the permit landing page by clicking **BACK TO DASHBOARD**.

If an error occurs with your Electronic Check processing an error message similar to this will appear at the top of the payment page and the data field with the error will be outlined in red:

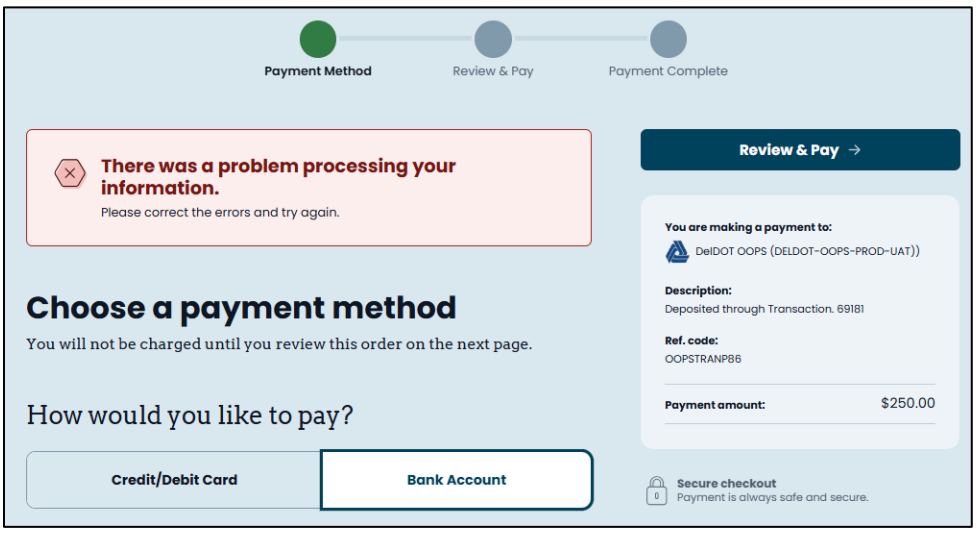


Figure 14.13: Electronic Check/ACH Payment Error

Correct the applicable data field or contact the card issuer and resubmit transaction.

15.0 Close Online Account

To close online account 'click' on **HP Form 2 Fund Account Closure Application** located in the Forms link on login screen. Using instruction on the form complete and mail to the Hauling Permit Office. Application will be process and forwarded to the DelDOT Finance Department for reimbursement of any remaining funds in the Fund Account. Process may take 4-6 weeks from time of receipt.

ATTACHMENTS

STATE OF DELAWARE ESCORT REQUIREMENTS

EFFECTIVE NOVEMBER 11, 2022

LENGTH:	**over 90’**	**REAR**		
	at 100’	**REAR**	**FRONT**	
	at 120’	**REAR**	**FRONT**	**DSP**
WIDTH:	**over 13’**	**REAR on multi-lane, FRONT on two lane**		
	over 14’	**REAR**	**FRONT**	
	over 15’	**REAR**	**FRONT**	**DSP**
HEIGHT:	**at 15’**	**REAR**	**FRONT**	
	at 17’ 6’	**REAR**	**FRONT**	**DSP**
WEIGHT:	**over 120K lbs**	**REAR**	**FRONT**	
OVERHANG	**at 15’**	**REAR**		

ATTACHMENT 1

SUPERLOAD CRITERIA

A move is considered a SUPERLOAD when *<u>any</u>* one of the following conditions apply:

Overall Length is at	**120’**
Overall Width is at	**15’**
Overall Height is at	**15’**
Weight is over	**120, 000 lbs**

<u>Overall Length</u> Measurement from Power Unit front bumper to end of Trailer or load if rear overhang is present.

<u>Overall Width</u> Width of the vehicle or load which ever is greater.

<u>Overall Height</u> Measurement from road surface to top of vehicle or load which ever is greater.

ATTACHMENT 2

LOAD CODES

Pages in this attachment display the different numbered **Load Codes** and data fields unique to them.

Load Codes (LC) are used to identify types of loads.

Load Code Duration (Number of days available for movement). When a restricted state holiday falls within the original Effective and Expiration Dates the system will calculate a new Expiration Date.

Permit Load Code	**Duration (Consecutive Days of Movement)**
LC 1 (Oversize)	5 days
LC 2 (Overweight)	5 days
LC 3 (Superload)	5 days
LC 4 (Manufactured Housing)	5 days
LC 5 (Sealed Container)	5 days
LC 6 (Ship)	5 days
LC 7 (Pole & Piling)	30 days
LC 8 NO LONGER USED	See the Motor Carrier section of the Division of Motor Vehicles (302-744-2500) to modify vehicle GVW.
LC 9 (Single Trip Interstate)	1 trip in a 5 day period
LC 10 (Muli Trip Interstate)	60 trips or 1 year (Whichever comes first)
LC 11 (Blanket Crane)	Annual
LC 12 (Twin Trailer)	30 days
LC 13 (Zero Emission Bus)	Annual
LC 14 (Refrigerated Meat Products	Annual

Current cost associated with a DelDOT Hauling Permit.

LC 1 $30
LC 2 $30 plus weight fee of $10 for each 8000 pounds or portion thereof over legal GVW
LC 3 $60 plus weight fee of $10 for each 8000 pounds or portion thereof over legal GVW
LC 4 $30
LC 5 $30 plus weight fee of $10 for each 8000 pounds or portion thereof over legal GVW
LC 6 $900
LC 7 $30
LC 8 NO LONGER USED
LC 9 $1
LC 10 $60
LC 11 Varies – See Section 3.2 of the DelDOT Policy and Procedures Manual
LC 12 $300
LC 13 No cost Government owned or $1,500 Privately owned.
LC 14 Varies – See Section 3.2 of the DelDOT Policy and Procedures Manual

LOAD CODE 1
SIZE

Start Date	08/26/2026	USDOT	999999	Customer Code	02PBW
Name	WRA TRUCKING AND HAULING	Address	123 ST RD	City	WILMINGTON
State	DE	Zip	19805	Phone	3020000000
Load Code	1	Load Description	SHED	Pieces	2
Length (Ft–In)	60' 0"	Width (Ft–In)	10' 0"	Height (Ft–In)	13' 6"
Gross Weight	50000	Overhang Front (Ft–In)	0' 0"	Overhang Rear (Ft–In)	0' 0"

	License	State	Axles
Power Unit	CL1234	DE	2
Trailer	T12345	DE	3

	Power Unit Axles			Trailer Axles		
	1	2		1	2	3
Axle Weight	8000	12000		10000	10000	10000
Axle Spacing (Ft–In)		18' 0"	30' 0"		4' 0"	4' 0"

From Address	169 BRICK STORE LANDING RD
To Address	250 BEAR CHRISTIANA RD
Route	BRICK STORE LANDING RD - PADDOCK RD - 13 - 1 - 273 - 7

Lowboy Trailer	N	After Hour Envelope Vehicle Move	N	After Hour Move (Other)	N

Comments

A Load Code 1 permit is a load that is **Oversize** but less than SUPERLOAD criteria and legal weight.

Exception – Certain types of vehicles may have over legal limit individual axle weight(s) but meet GVW. These vehicles will be entered as Load Code 1 with overweight axle data noted in the individual axle data fields.

LOAD CODE 2
WEIGHT

Start Date	08/25/2026	USDOT	999999	Customer Code	02PBW
Name	WRA TRUCKING AND HAULING	Address	123 ST RD	City	WILMINGTON
State	DE	Zip	19805	Phone	3020000000
Load Code	2	Load Description	DOZER	Pieces	1
Length (Ft–In)	60' 0"	Width (Ft–In)	10' 0"	Height (Ft–In)	13' 6"
Gross Weight	100000	Overhang Front (Ft–In)	0' 0"	Overhang Rear (Ft–In)	0' 0"

	License	State	Axles
Power Unit	CL1234	DE	2
Trailer	T12345	DE	3

	Power Unit Axles			Trailer Axles				
	1		2	1		2		3
Axle Weight	12000		22000	22000		22000		22000
Axle Spacing (Ft–In)		18' 0"	30' 0"		4' 0"		4' 0"	

From Address	169 BRICK STORE LANDING RD				
To Address	250 BEAR CHRISTIANA RD				
Route	BRICK STORE LANDING RD - PADDOCK RD - 13 - 1 - 273 - 7				
Lowboy Trailer	N	After Hour Envelope Vehicle Move	N	After Hour Move (Other)	N
Comments					

A Load Code 2 permit is a load that is **over legal weight**: 2 axles = 40K lbs.; 3 axles = 65K lbs.; 4 axles = 73280 lbs.; 5 or more axles = 80K lbs. **(NOTE: GVW over 120000 lbs should be entered as Load Code 3).**

Load may be oversize but under limits of Load Code 3 – SUPERLOAD.

LOAD CODE 3
Load Desc OTHER

Start Date	08/25/2026	USDOT	999999	Customer Code	02PBW
Name	WRA TRUCKING AND HAULING	Address	123 ST RD	City	WILMINGTON
State	DE	Zip	19805	Phone	3020000000
Load Code	3	Load Description	DOZER	Pieces	1
Length (Ft–In)	60' 0"	Width (Ft–In)	15' 0"	Height (Ft–In)	13' 6"
Gross Weight	100000	Overhang Front (Ft–In)	0' 0"	Overhang Rear (Ft–In)	0' 0"

	License	State	Axles
Power Unit	CL1234	DE	2
Trailer	T12345	DE	3

	Power Unit Axles			Trailer Axles			
	1	2		1	2	3	
Axle Weight	12000	22000		22000	22000	22000	
Axle Spacing (Ft–In)		18' 0"	30' 0"		4' 6"	4' 6"	

From Address	169 BRICK STORE LANDING RD
To Address	250 BEAR CHRISTIANA RD
Route	BRICK STORE LANDING RD - PADDOCK RD - 13 - 1 - 273 - 7

Lowboy Trailer	N	After Hour Envelope Vehicle Move	N	After Hour Move (Other)	N

Comments

A Load Code 3 permit is a load referred to as a **SUPERLOAD**. A load that is at 120' long **or** at 15' wide **or** at 15' high **or** over 120,000 lbs.

When this code is selected the screen will refresh and display a **Load Desc** drop down box, which further details the load as a **Manufactured Home**, **Office Trailer** or **Other** load having Superload criteria.

Load Desc **OTHER** will be used for all loads not a **Manufactured Home or Office Trailer.**

LOAD CODE 3
Load Desc MANUFACTURED HOME

Start Date	08/25/2026	USDOT	999999	Customer Code	02PBW
Name	WRA TRUCKING AND HAULING	Address	123 ST RD	City	WILMINGTON
State	DE	Zip	19805	Phone	3020000000
Load Code	3	Load Description	MANUFACTURED HOME	Pieces	1
Year	2026	Serial No	W123456789	Make	WALKER
Length (Ft–In)	120' 0"	Width (Ft–In)	14' 0"	Height (Ft–In)	13' 6"
Gross Weight	80000	Overhang Front (Ft–In)	0' 0"	Overhang Rear (Ft–In)	0' 0"

	License	State	Axles
Power Unit	CL1234	DE	2
Trailer	T12345	DE	3

	Power Unit Axles			Trailer Axles			
	1	2		1	2	3	
Axle Weight	12000	17000		17000	17000	17000	
Axle Spacing (Ft–In)		25' 0"	35' 0"		4' 6"	4' 6"	

From Address	169 BRICK STORE LANDING RD
To Address	250 BEAR CHRISTIANA RD
Route	BRICK STORE LANDING RD - PADDOCK RD - 13 - 1 - 273 - 7

Lowboy Trailer	N	After Hour Envelope Vehicle Move	N	After Hour Move (Other)	N

Comments

A Load Code 3 permit is a load referred to as a **SUPERLOAD**. A load that is at 120' long **or** at 15' wide **or** at 15' high **or** over 120,000 lbs.

When this code is selected the screen will refresh and display a **Load Desc** drop down box, which further details the load as a **Manufactured Home**, **Office Trailer** or **Other** load having Superload criteria.

Load Desc **MANUFACTURED HOME** will be used only for Manufactured Homes.

LOAD CODE 4
MANUFACTURED HOME

Start Date	08/25/2026	USDOT	999999	Customer Code	02PBW
Name	WRA TRUCKING AND HAULING	Address	123 ST RD	City	WILMINGTON
State	DE	Zip	19805	Phone	3020000000
Load Code	4	Load Description	MANUFACTURED HOME	Pieces	1
Year	2026	Serial No	R456789	Make	REDMAN
Length (Ft–In)	60' 0"	Width (Ft–In)	12' 0"	Height (Ft–In)	13' 6"
Gross Weight	56000	Overhang Front (Ft–In)	0' 0"	Overhang Rear (Ft–In)	0' 0"

	License	State	Axles
Power Unit	CL1234	DE	2
Trailer	T12345	DE	3

	Power Unit Axles			Trailer Axles			
	1		2	1		2	3
Axle Weight	8000		12000	12000		12000	12000
Axle Spacing (Ft–In)		18' 0"	20' 0"		4' 6"		4' 6"

From Address	169 BRICK STORE LANDING RD
To Address	250 BEAR CHRISTIANA RD
Route	BRICK STORE LANDING RD - PADDOCK RD - 13 - 1 - 273 - 7

Lowboy Trailer	N	After Hour Envelope Vehicle Move	N	After Hour Move (Other)	N

Comments

A Load Code 4 permit is for Manufactured Housing (Mobile Home) or Office Trailer unless it meets Superload criteria.

NOTE: If load is Manufactured Housing frames or carriers resubmit as Load Code 1.

LOAD CODE 5
SEALED CONTAINER

Start Date	08/25/2026	**USDOT**	999999	**Customer Code**	02PBW
Name	WRA TRUCKING AND HAULING	**Address**	123 ST RD	**City**	WILMINGTON
State	DE	**Zip**	19805	**Phone**	3020000000
Load Code	5	**Load Description**	SEALED CONTAINER	**Pieces**	1
To or From Port	PORT OF WILMINGTON	**Seal No**	S456789		
Length (Ft–In)	60' 0"	**Width (Ft–In)**	8' 6"	**Height (Ft–In)**	13' 6"
Gross Weight	90000	**Overhang Front (Ft–In)**	0' 0"	**Overhang Rear (Ft–In)**	0' 0"

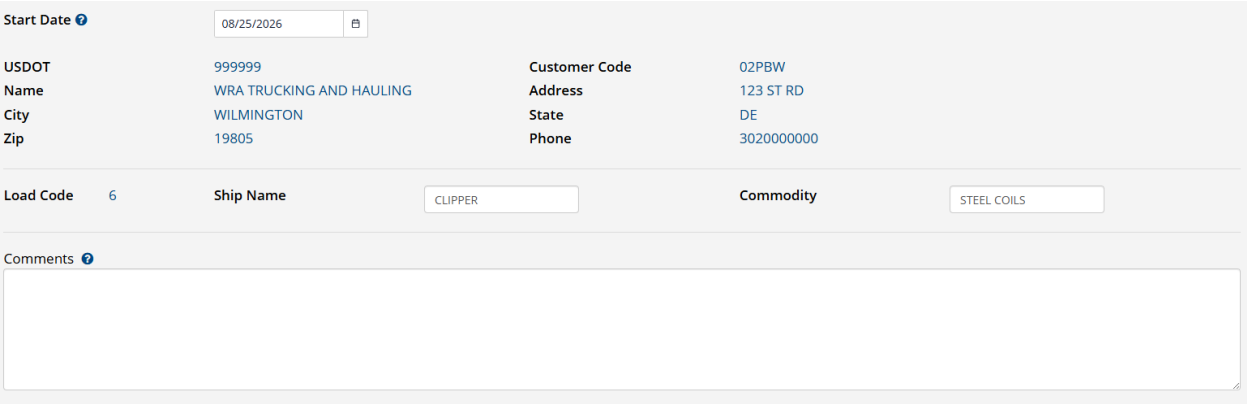
	License	State	Axles
Power Unit	CL1234	DE	2
Trailer	T12345	DE	3

	Power Unit Axles			Trailer Axles		
	1	2		1	2	3
Axle Weight	10000	20000		20000	20000	20000
Axle Spacing (Ft–In)		18' 0"	25' 0"		4' 6"	4' 6"

From Address	2 SICO RD
To Address	250 BEAR CHRISTIANA RD
Route	HAUSEL RD - TERMINAL AVE - 495 - 95 - 1 - 273 - 7
Lowboy Trailer	N
Comments	

A Load Code 5 permit is a Sealed Container move. A divisible load of containerized cargo sealed with a custom seal moving from or to a Port. Maximum GVW is 100000 lbs.

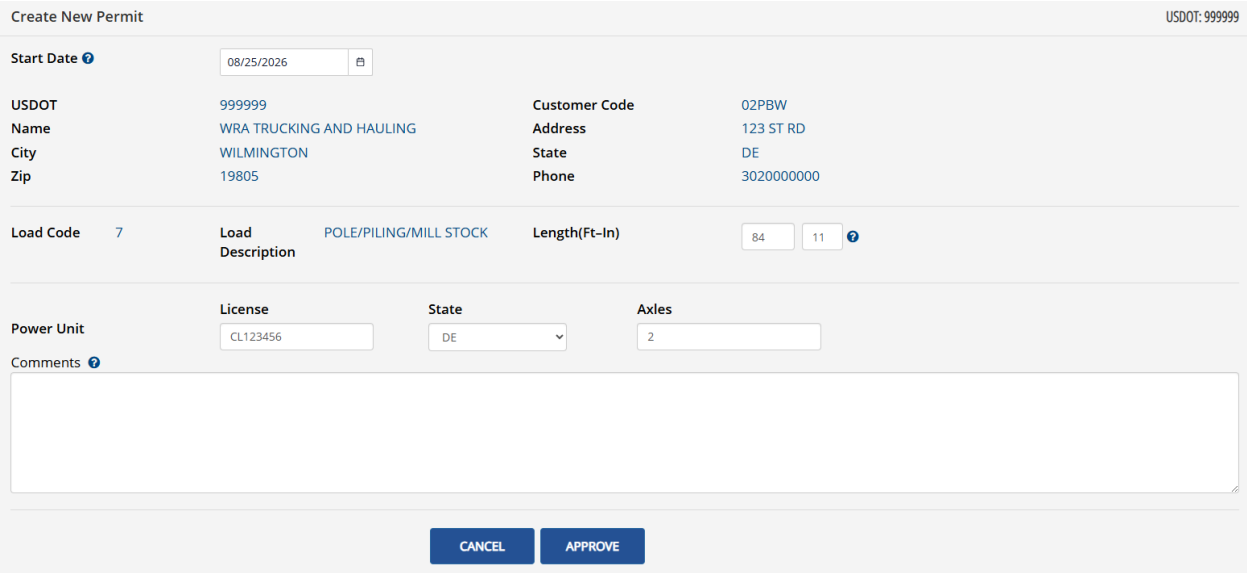
LOAD CODE 6
SHIP



A Load Code 6 permit is a Ship permit used for unloading a ship within a two-mile radius of the Port of Wilmington.

Permit is not truck / trailer specific, however, a copy of permit is to be carried with load.

LOAD CODE 7
POLE



A Load Code 7 permit is a load of Pole/Piling/Millstock. Also concrete/steel beams/columns, etc

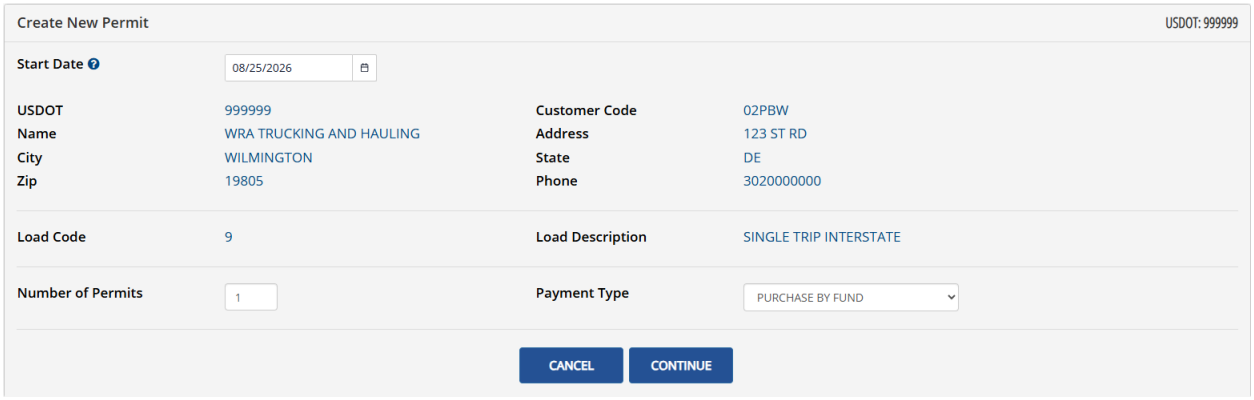
NOTE: The following Special Provision will display on the permit indicating Escort requirement determined by Length entered on permit app;lication:

ESCORT REQUIREMENT: WHEN OVERALL LENGTH (POWER UNIT FRONT BUMPER TO END OF TRAILER OR LOAD, WHICHEVER IS GREATER) IS FROM 85 FEET TO LESS THAN 100 FEET - 1 REAR ESCORT, AT 100 FEET TO LESS THAN 120 FEET- 1 REAR AND 1 FRONT ESCORT, AT 120 FEET OR GREATER - 1 REAR, 1 FRONT AND 1 DSP ESCORT. A REAR ESCORT WILL BE REQUIRED AT ANY LENGTH WHEN REAR OVERHANG IS 15 FEET OR LONGER. REAR OVERHANG SHALL NOT COME IN CONTACT WITH ROAD SURFACE DURING MOVEMENT. WHEN MOVEMENT UNDER THIS PERMIT INCLUDES TRAVEL ON FEDERAL INTERSTATE HIGHWAYS OR US NUMBERED ROUTES, TRAILER LENGTH LIMITS ESTABLISHED UNDER TITLE 21, CHAPTER 45, SECTION 4503 SHALL NOT APPLY.

LOAD CODE 8
RESERVED FOR FUTURE USE

THIS LOAD CODE IS RESERVED FOR FUTURE USE

LOAD CODE 9
SINGLE TRIP INTERSTATE



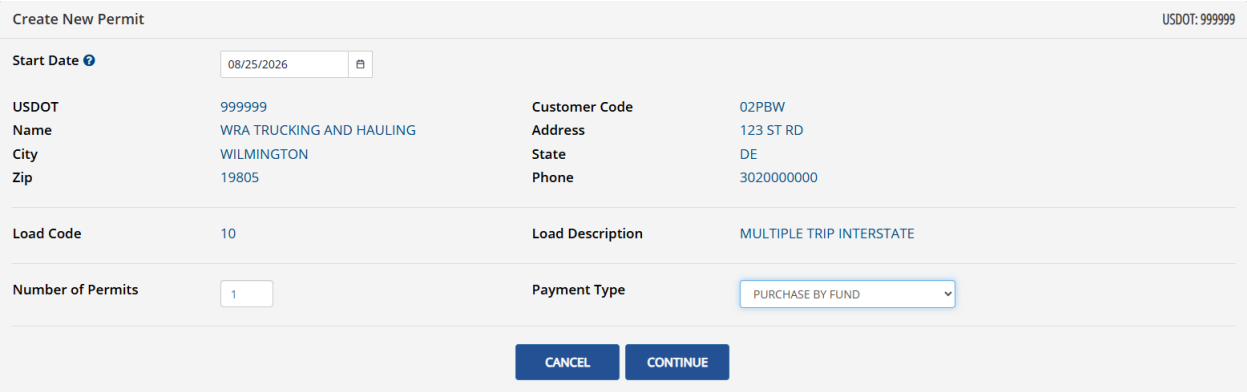
A Load Code 9 permit is a Single Trip Interstate permit. Used for 3 or 4 axle single vehicles that exceed the Federal Bridge Formula when on the Interstate road system.

Power Unit Axles data field on first screen can be left blank as system will default to 3.

Trailer Axles data field on first screen should be left blank.

Permit is valid for 1 Trip in a 5 day period.

LOAD CODE 10
MULT TRIP INTERSTATE



A Load Code 10 permit is a 60 Single Trip Interstate permit used for 3 or 4 axle single vehicles that exceed the Federal Bridge Formula when on the Interstate road system.

Permit is a single page with a trip log on face of permit used to record 60 Single Trip in a 1 year period (Permit will expire after 60 trip or 1 year – which ever comes first)

Power Unit Axles data field on first screen can be left blank as system will default to 3.

Trailer Axles data field on first screen should be left blank.

LOAD CODE 11
BLANKET CRANE

Start Date	08/25/2026	**USDOT**	999999	**Customer Code**	02PBW
Name	WRA TRUCKING AND HAULING	**Address**	123 ST RD	**City**	WILMINGTON
State	DE	**Zip**	19805	**Phone**	3020000000
Load Code	11	**Load Description**	ANNUAL CRANE PERMIT		
Year	1999	**Make**	GROVE	**Serial Number**	45678888
Length (Ft–In)	LEGAL	**Width (Ft–In)**	12' 0"	**Height (Ft–In)**	LEGAL
Gross Weight	60000	**Overhang Front (Ft–In)**	3' 0"	**Overhang Rear (Ft–In)**	6' 0"

	License	**State**	**Axles**
Power Unit	CL123456	DE	3

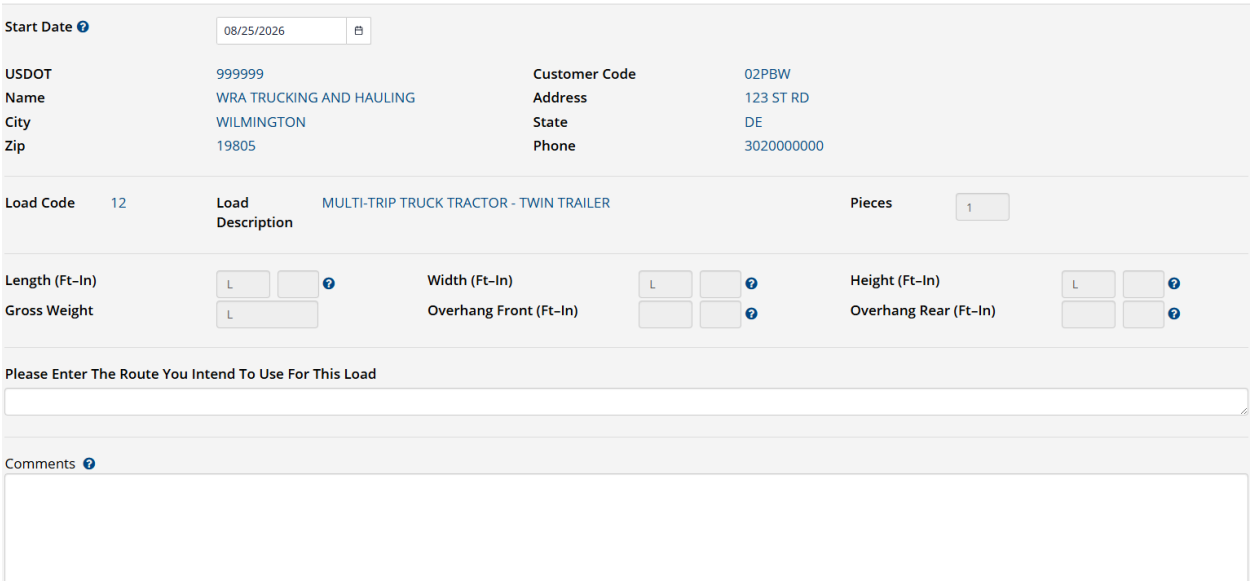
Power Unit Axles

	1		2		3
Axle Weight	20000		20000		20000
Axle Spacing (Ft–In)		15' 0"		6' 0"	

Comments

A Load Code 11 permit is an annual Crane (Blanket Permit) See section 3.2.1.11 Load Code 11 Blanket Crane 13 in the DelDOT Policy and Procedures Manual for details

LOAD CODE 12
MULT TRIP TWIN BOTTM TRAILER



A Load Code 12 permit is a load Mulit-Trip Twin Trailer

As load is not Oversize or Overweight Power Unit Axles and Trailer Axles data field can be left blank.

LOAD CODE 13
ZERO EMISSION BUS

Start Date	08/25/2026	**USDOT**	999999	**Customer Code**	02PBW
Name	WRA TRUCKING AND HAULING	**Address**	123 ST RD	**City**	WILMINGTON
State	DE	**Zip**	19805	**Phone**	3020000000
Load Code	13	**Load Description**	ZERO EMISSION BUS	**Pieces**	1
Length (Ft–In)	LEGAL	**Width (Ft–In)**	LEGAL	**Height (Ft–In)**	LEGAL
Gross Weight	49000	**Overhang Front (Ft–In)**	LEGAL	**Overhang Rear (Ft–In)**	LEGAL

	License	**State**	**Axles**
Power Unit	C123456	DE	2

Power Unit Axles

	1		2
Axle Weight	20000		29000
Axle Spacing (Ft–In)		28' 0"	

Comments

A Lode Code 13 permit allows for the movement of a Government owned or privately owned zero emissions bus.

This is an annual, multi trip permit. Zero emissions bus must adhere to all bridge load postings, clearance postings, roadway restrictions and postings.

LOAD CODE 14
REFRIGERATED MEAT PRODUCTS

Start Date	08/25/2026	**USDOT**	999999	**Customer Code**	02PBW
Name	WRA TRUCKING AND HAULING	**Address**	123 ST RD	**City**	WILMINGTON
State	DE	**Zip**	19805	**Phone**	3020000000
Load Code	14	**Load Description**	REFRIGERATED MEAT CONTAINER	**Pieces**	1
Length (Ft–In)	LEGAL	**Width (Ft–In)**	LEGAL	**Height (Ft–In)**	LEGAL
Gross Weight	107500	**Overhang Front (Ft–In)**	LEGAL	**Overhang Rear (Ft–In)**	LEGAL

	License	**State**	**Axles**
Power Unit	C123456	DE	3
Trailer			3

	Power Unit Axles						**Trailer Axles**					
	1		**2**		**3**		**1**		**2**		**3**	
Axle Weight	10000		20000		20000		19500		19000		19000	
Axle Spacing (Ft–In)		25' 0"		5' 0"		30' 0"		4' 6"		4' 6"		

Point Of Entry	PA/DE LINE - I 495
To Address	400 NAAMANS RD
Route	PA/DE LINE - 495 - 92

Comments

A Lode Code 14 permit for refrigerated meat products is a multi trip, route specific permit used for containerized cargo, sealed with a custom seal. Maximum GVW is 107,500 lbs. Maximum individual axle weight is 20,000 lbs.