

WEIGH STATION REPORTING EXEMPTION PERMIT APPLICATION PROCESS

A Special Weigh Station Reporting Exemption Permit may be issued under *Highways Regulation*, subsection 23(3), to the owners of vehicle operating primarily within the 20 km reporting distance of a Yukon weigh station, when the Minister has determined that operating the vehicle will be safe and will not cause excessive road damage.

These permits will be issued by the Minister and will be valid for one year from the date of issuance, expiring the last day of the month.

APPLYING FOR A NEW PERMIT

1. Pick up a copy of the Weigh Station Reporting Exemption Permit from either the Whitehorse or Watson Lake Weigh Station.
2. Complete permit and appendices and attached required information.
3. Attach the following information to your completed permit, if applicable:
 - a. copies of the current cargo tank inspection reports – yearly & 5 year (applies to trucks with a mounted tank hauling dangerous goods).
4. Submit to either weigh station for approval.
5. Once your permit has been approved a copy of the permit along with a letter of approval will be mailed back to you.
6. ENSURE THAT A COPY OF THIS PERMIT IS PLACED IN EACH VEHICLE THAT IS COVERED UNDER APPENDIX A.

RENEWING A PERMIT

1. A reminder letter and renewal letter will be mailed to you approximately one month before your current permit expires.
2. Review this permit information and make any required changes.
3. Review Appendix A and delete or add vehicles as needed.
4. Attach the following information to your permit, if applicable:
 - a. copies of the current cargo tank inspection reports – yearly & 5 year (applies to trucks with a mounted tank hauling dangerous goods).
5. Submit to either weigh station for approval.
6. Once your permit has been approved a copy of the permit along with a letter of approval will be mailed back to you.
7. ENSURE THAT A COPY OF THIS PERMIT IS PLACED IN EACH VEHICLE THAT IS COVERED UNDER APPENDIX A.