



Division of Motorist Services

Bureau of Commercial Vehicle and Driver Services

CARRIER SERVICE PROVIDER CONTACT SHEET

A Carrier Service Provider must provide contact information to the Bureau of Commercial Vehicle and Driver Services (Bureau) for the Bureau to effectively relay policy and procedural requirements that impact how the Carrier Service Provider's employees transact with the Bureau as authorized agents. A Carrier Service Provider should also keep the Bureau informed if its contact information changes. To report changes, please send a new contact sheet to: CVDSSubmit@flhsmv.gov.

Contact information is requested as a business courtesy. If not provided or updated timely, the Carrier Service Provider's ability to successfully transact with the Bureau may be negatively impacted.

New

Update to Previously Submitted Contact Information

CONTACT INFORMATION

Name of Carrier Service Provider: _____

Primary Mailing Address: _____

CONTACT(S) FOR THE CARRIER SERVICE PROVIDER

PRIMARY:

Name: _____ Title: _____

Email Address: _____ Telephone: _____

ALTERNATE CONTACT (Will be copied on ALL print and email correspondence):

Name: _____ Title: _____

Email Address: _____ Telephone: _____

IF YOUR COMPANY HAS ADDITIONAL OWNERS, PLEASE LIST:

Name: _____ Title: _____

Name: _____ Title: _____

NOTARY INFORMATION

If your Carrier Services Provider provides notarization services for IRP and IFTA transactions, please use the space below to print the notary name(s), exactly as commissioned:

Name: _____

Name: _____

NOTE: A notary may not notarize the signature of immediate relatives (spouse, child, parent), per section 117.107(11), Florida Statutes. Also, per s. 117.107(12), F.S., owners and officers of the Carrier Service Provider may not notarize the customer's signature on Part I of Form HSMV 96440 (Power of Attorney), but they may notarize the signature of affiants on Part II of Form HSMV 96440. Refer to Chapter 117, F.S. for other notary requirements.