

Steps to obtain an Overweight & Overdimensional Single Trip Permit

Option 1: Authorized Permit Agency

Contact an Authorized Permit Agency. They will collect all the necessary information and this is the **FASTEST** way to obtain a single trip permit.

Option 2: Overweight & Overdimensional Permit Office

Submit the completed single trip permit form to the TDOT Permit Office. All single trip permits processed through the TDOT Permit Office may take **three (3) to ten (10) business days** depending on the complexity of the load and/or route. All applications submitted must be 100% complete or they will be denied and resent to applicant until a completed single trip form is provided. Certificate of Liability Insurance that names TDOT as a certificate holder must also be provided at the time of submission for a single trip permit. Processing time will begin once **ALL** documentation is received.

1. Obtain the Single Trip Permit Request Form
 - a. Online: <http://www.tn.gov/tdot/article/central-services-oversize-overweight-permit-resources>
 - b. E-mail: TDOT.Permits@tn.gov
 - c. Phone: (615)741-3821
 - d. Mail: OS/OW Permit Department, 505 Deaderick Street, Suite 800, Nashville, TN 37243
2. Submit the completed Single Trip Permit form, along with any necessary documentation, via e-mail to TDOT.Permits@tn.gov or via mail to OS/OW Permits, 505 Deaderick Street, James K. Polk Building Suite 800, Nashville, TN 37243. [If the load is over fifteen (15) feet in height it will require a route survey, and if the load is over sixteen (16) feet wide it will require a letter of necessity/shippers letter.] Permit office will process the single trip permit in the order in which it was received and once all the pertinent documentation has been provided. Processing may take three (3) to then (10) business days.
3. Pay for the Single Trip Permit with a check made payable to TDOT or credit card (credit card has a 4% processing charge). Pricing is determined by providing accurate truck specific information (see Rule 1680-7-1-.24 Fees in the Overweight and Overdimensional Movements on Tennessee Highways Guidelines for more detailed information regarding pricing.)
4. Customer may obtain the Single Trip Permit documentation via regular mail, FedEx, e-mail, or picking it up at the Nashville office on the 8th floor of the James K. Polk Building.



STATE OF TENNESSEE
DEPARTMENT OF TRANSPORTATION
 CENTRAL SERVICES DIVISION
OVERWEIGHT & OVERDIMENSIONAL PERMITS
 SUITE 800, JAMES K. POLK BUILDING
 505 DEADERICK STREET
 NASHVILLE, TENNESSEE 37243-1402
 (615) 741-3821

Tennessee Department of Transportation
Single Trip Permit Request Form

Single Trip Permits processed through the TDOT Permit Office may take **three (3) to ten (10) business days**. Loads that are only overdimensional may take three (3) to five (5) days to process; and any load that has weight may take seven (7) to ten (10) business days to process. If the load is over fifteen (15) feet in height it will require a route survey, and if the load is over sixteen (16) feet wide it will require a letter of necessity/shippers letter. Lastly, all applications must be submitted with a Certificate of Liability Insurance that names TDOT as a certificate holder. Processing time will begin once all necessary documentation has been received.

Submit the completed form and **ALL** required paperwork to TDOT.Permits@tn.gov.

Company Name:	FEIN #:
DBA:	US DOT #:
Physical Address:	Driver License #:
Contact Person:	Driver License State:
E-mail:	Contact Phone Number:

Load Type:	Vehicle Type:	Total Length:
Load Description:		Kingpin Length:
VIN #:		Width:
Tag #:		Height:
Tag State:		Gross Weight:
Load Serial/Container #:		Permit Start Date:
# of axles:		
Weight per axle:		
Axle Spacing:		

Origin:	Destination:
Route:	

Check Number:	Check Amount:
Credit Card Type:	Name on Card:
Card #:	Expiration:

Credit/Debit card purchases have a 4% service charge