EWD - EXTENDED WEIGHT PERMITS/DECALS EXTERNAL USER GUIDE

VERSION 1.0
BARCUS, SHAWN (KYTC)

KENTUCKY TRANSPORTATION CABINET
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Introduction

- What is EWD – Extended Weights Permits/Decals?
- Carrier/Registrants -
- Service Providers -

Part One: MCP

Chapter 1: Sign In

To help protect your information all users are required to sign in using their Kentucky Online Gateway Citizen Account (KOG).

Already have KOG Account

Enter the email address and password you used to create your account and click Sign In. This will take you to your MCP (Motor Carrier Portal) Account Home page.

Create KOG Account

To create a new account you will use the ‘Create An Account’ option and follow these simple steps. Fill in all the fields and click ‘Sign Up’. An email containing verification instructions will be sent to you and this must be completed before you can sign in. Fields that are required are marked with an asterisk (*) and if you leave one of these blank we will let you know.

TIP: Some fields have additional information and all you have to do is click or hover over them.
<table>
<thead>
<tr>
<th>Required Field</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>First Name</td>
<td>Input your first name.</td>
</tr>
<tr>
<td>Middle Name</td>
<td>Input your middle name (optional).</td>
</tr>
<tr>
<td>Last Name</td>
<td>Input your last name.</td>
</tr>
<tr>
<td>E-Mail Address</td>
<td>Input your e-mail address.</td>
</tr>
<tr>
<td>Password</td>
<td>Input your password. Must be at least 8 characters in length and must contain at least one number, one uppercase letter, and one lowercase letter. It may not contain more than 3 consecutive characters from your Firstname or Lastname. You will use this password to sign in to Kentucky Online Gateway.</td>
</tr>
<tr>
<td>Verify E-Mail Address</td>
<td>Confirm your e-mail address.</td>
</tr>
<tr>
<td>Password</td>
<td>Confirm your password.</td>
</tr>
<tr>
<td>Mobile Phone</td>
<td>Input your mobile phone number.</td>
</tr>
<tr>
<td>Language Preference</td>
<td>Select your language preference.</td>
</tr>
<tr>
<td>Street Address 1</td>
<td>Input your street address.</td>
</tr>
<tr>
<td>Street Address 2</td>
<td>Input your street address (optional).</td>
</tr>
<tr>
<td>City</td>
<td>Input your city.</td>
</tr>
<tr>
<td>State</td>
<td>Select your state.</td>
</tr>
<tr>
<td>Zip Code</td>
<td>Input your zip code.</td>
</tr>
<tr>
<td>Question</td>
<td>In what city were you born? (Enter full name of city only)</td>
</tr>
<tr>
<td>Question</td>
<td>What was the name of your first pet?</td>
</tr>
<tr>
<td>Answer</td>
<td>Confirm your answer.</td>
</tr>
<tr>
<td>Answer</td>
<td>Confirm your answer.</td>
</tr>
</tbody>
</table>

Please fill out the form below and click **Sign Up** when finished.

All fields with * are required.

Anytime you see and click the field, the field is required.

A simple click/hover reveals hover tips.
Part Two: EWD Application

Chapter 2: Purchase Permits/Decals – Use the button located just below your information to start the purchase process. On the next page that opens use the and choose to add a vehicle that is registered in Kentucky or choose for vehicle registered in another state.

EWD Permits/Decals - Coal or Coal By Products

- DOT#: [Input]
- KYTC#: [Input]
- KYU#: [Input]
- Company Name: [Input]
- Address Line 1: [Input]
- Address Line 2: [Input]
- City: [Input]
- State/Province: [Input]
- Zip/Postal: [Input]

Search Decals  Create Decals  Renew Decals

EWD Permits/Decals - Create

- Contact Email: [Input]
- Contact Name: [Input]

Add Vehicles

Note: When creating a decal transaction keep adding vehicles to the transaction until all the vehicles have been added. Once that is done press the next button to complete the transaction.

Total Due: $0.00

To complete the transaction and buy permits/decals, use the “Next” button!
Vehicles not in KYU Inventory - The option to add a vehicle to your inventory will be provided to you.

- Choose the vehicle type and click Continue.

- Please provide a VIN that is registered on an active KYU license for the vehicle you want to purchase a decal for.

- Vehicle is required to be on KYU inventory responsible for KYU tax. Click Update to update your KYU inventory.

- Click to add a vehicle to your KYU Inventory. When done click the Continue button to continue.
In State Vehicles – You will need to enter a valid Title number and the Plate number for a vehicle that is on your KYU Inventory.

Use **Permitted Weight** to select the weight over the registered weight of your vehicle that you need the permit/decal for.
Extended Weight Permits/Decals (EWD)

Add In State Vehicle Details

- Registered Weight instruction:
  - 90,000 pounds ($160.00) – A Single Truck having 1 steering axle and 2 axles in tandem
  - 100,000 pounds ($260.00) – A Single truck having 1 steering axle and 3 axles in a tridem arrangement
  - 120,000 pounds ($360.00) – A trailer combination with 5 or more axles

VIN:
Title:
State Registered: Kentucky
Plate:
Unit #:
Registration Expiration Date:
Permitted Weight:

Select the weight over to registered weight of your vehicle that you need the Permit/Decal for.
Out of State Vehicles - VIN number required.

Enter a valid VIN# and click the Continue button to continue.

Enter a valid VIN number below to search for an active KYU license for the vehicle you want to purchase a decal for.

Use the **Permitted Weight** to select the weight you need the Permit/Decal for and click Save to continue to the next step.
After you have added all the vehicles, you wish to purchase permits/decals for click the Next button to proceed to the next step.

**TIP:** Permitted Weight is the weight over the registered weight of your vehicle.
EWD Permits/Decals - Create

DOT#: [Input]  KYTC#: [Input]  KYU#: [Input]  Contact Email: [Input]

Company Name: [Input]  DBA: [Input]  Contact Name: [Input]

<table>
<thead>
<tr>
<th>VIN</th>
<th>Title</th>
<th>Plate</th>
<th>Unit</th>
<th>State</th>
<th>Permitted Weight</th>
<th>Exp.Date</th>
<th>Amount Due</th>
<th>Delete</th>
</tr>
</thead>
<tbody>
<tr>
<td>Edit</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Note: When creating a decal transaction keep adding vehicles to the transaction until all the vehicles have been added. Once that is done Press the next button to complete the transaction.

Total Due: $160.00

To complete the transaction and buy permits/decals, use the "Next" button!

Cancel  Next

EULA Page – This page contains links to the Coal Haul Routes map and Bridge Structural Limits. Click “I have read and agree to the above provisions.” And click next to continue to the next step.

EWD Permits/Decals - EULA

Please complete the steps below to establish your product(s) for KYTC: KYTC10287530

EWD Route Restrictions

Please reference this link for approved routes: Current Coal Haul Routes

EWD Weight & Dimension Restrictions

<table>
<thead>
<tr>
<th>Axes</th>
<th>Gross Weight</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tandem</td>
<td>90000</td>
</tr>
<tr>
<td>Three</td>
<td>100000</td>
</tr>
<tr>
<td>Five</td>
<td>120000</td>
</tr>
</tbody>
</table>

Disclaimer: Extended Weights are only authorized on roads and segments included in the Extended Weight Coal Haul Road System. A list of those roads is included in Administrative Regulation 603 KAR 5:210. In addition, a list of those roads and bridges, posted for a lower weight limit, is included in Administrative Regulation 5:210. Contact the nearest Highway District Office for additional information on a specific road.

A route of Worship may have restrictions that limit the allowable tonnage. Refer to the system listing, which is available from the Extended Weight Coal Haul Structural Limits, or call 502-564-4556.

I have read and agree to the above provisions.

Cancel  Next
Confirmation Page – Review the data on this page for accuracy. If you need to make changes, you can click on the Previous button. If all the information is correct then click the Confirm and Pay Now to proceed to the next step.

Warning: Accepting this purchase agreement results in a NON-REFUNDABLE fee. Please verify that you have selected your permits/decals correctly. We cannot process refunds on incorrect permit/decal purchases. Press the Previous button to go back and make corrections if necessary.

KI Payment Page – On this page, based on your account settings you will be given to pay by Check (ACH), Credit Card or Both.

Select the payment method by clicking.

ACH / Electronic Check

Click yes or No to indicate if this is an international ACH transaction.
Fill in all required Account Details marked with the words (required) and click next to continue. **NOTE:** Some fields will have asterisk as you type. Click the eye symbol to see the entry.

**Account Details**

- **Account Type (required)**
- **Customer Type (required)**
- **Routing Number (required)**
- **Account Number (required)**

**Account Holder Details**

- **Name (required)**
- **Address Line 1 (required)**
- **City (required)**
- **Phone Number (required)**
- **Country (required)**
- **Address Line 2 (required)**
- **State (required)**
- **Zip Code (required)**
- **Email Address**
Credit Card

- Fill in all fields marked as required and click next to continue.

Card Details

Card Number (required)   Expiration Date (required)

No spaces or dashes, please.

Cardholder Details

Name (required)   Country (required)

Address Line 1 (required)   Address Line 2

City (required)   State (required)   Zip Code (required)

Email Address

Please enter your email address to receive a copy of your receipt via email.

NEXT
KI Pay Now Page – Click Pay Now to proceed.

KI Confirmation Page –
- Print – Click to print receipt.
- Email – Click to email a copy of the receipt.
- Finish – Click to finish transaction and return to EWD Application. **NOTE:** Permits/Decals automatically emailed at this time. Click here for sample.
Success Page – Displayed after successful payment for Permits/Decals.

View / Print Permits/Decals
- Clicking this will open the purchased permits/decals document in pdf format. Click here for sample.

Return to EWD Home
- Clicking this will return the user back to the EWD Home page. **NOTE: Do not use the browser back button!**
Chapter 3: Renew Permits/Decals

Click Renew Decals button to see a list of renewable permits/decals.

Click the Edit button for each vehicle, verify the data is correct, and make changes to the Permitted Weight if needed.

Use the Delete button to remove a vehicle that you do not wish to Renew at this time.

If you have a new vehicle that you would like to add at this time you can click the Add Vehicles button to do so.

Click Next to continue to the next steps.

EULA Page – This page contains links to the Coal Haul Routes map and Bridge Structural Limits. Click “I have read and agree to the above provisions.” And click next to continue to the next step.
Confirmation Page – Review the data on this page for accuracy. If you need to make changes, you can click on the Previous button. If all the information is correct then click the Confirm and Pay Now to proceed to the next step.
**KI Payment Page** – On this page, based on your account settings you will be given to pay by Check (ACH), Credit Card or Both.

Select the payment method by clicking.

**ACH / Electronic Check**

Click yes or No to indicate if this is an international ACH transaction.

**Indicate IAT ACH Information**

Is this an international ACH transaction (IAT)?

- What does this mean?
- Yes
- No

**Account Details**

Fill in all required Account Details marked with the words (required) and click next to continue. **NOTE:** Some fields will have asterisk as you type. Click the eye symbol to see the entry.
Fill in all required Account Details marked with the words (required) and click next to continue.

**Account Holder Details**

- **Name (required)**
- **Address Line 1 (required)**
- **City (required)**
- **Phone Number (required)**
- **Country (required)**
- **Address Line 2**
- **State (required)**
- **Zip Code (required)**
- **Email Address**

Please enter your email address to receive a copy of your receipt via email.

**Credit Card**

- Fill in all fields marked as required and click next to continue.

**Card Details**

- **Card Number (required)**
- **Expiration Date (required)**

No spaces or dashes, please.

![Credit Card Logos]

**Cardholder Details**

- **Name (required)**
- **Address Line 1 (required)**
- **City (required)**
- **Email Address**
- **Country (required)**
- **Address Line 2**
- **State (required)**
- **Zip Code (required)**

Please enter your email address to receive a copy of your receipt via email.

[Next button]
KI Pay Now Page – Click Pay Now to proceed.

KI Confirmation Page –
- Print – Click to print receipt.
- Email – Click to email a copy of the receipt.
- Finish – Click to finish transaction and return to EWD Application. **NOTE: Permits/Decals automatically emailed at this time.** [Click here for sample.](#)

[Image of the KENTUCKY Transportation Cabinet Extended Weight Decals page showing the Pay Now and Confirmation options.]
Success Page – Displayed after successful payment for Permits/Decals.

View / Print Permits/Decals
- Clicking this will open the purchased permits/decals document in pdf format. Click here for sample.

Return to EWD Home
- Clicking this will return the user back to the EWD Home page. **NOTE:** Do not use the browser back button!
Chapter 4: Search/View/Print

Expired Permits/Decals – You will use this to see a list of your previously purchased permits/decals.

*Invoice* - You can click on the blue button in the ill# column to view/print a copy of the invoice for this purchase.

Print – You will not be able to reprint expired permits/decals.

Current Permits/Decals – You will use this to see a list of your current permits/decals.

*Invoice* - You can click on the blue button in the ill# column to view/print a copy of the invoice for this purchase.

*Print* – Click this to reprint your permit/decal if needed.
Future Permits/Decals – This shows a list of your purchased permits/decals that have not become effective.

Invoice - You can click on the blue button in the ill# column to view/print a copy of the invoice for this purchase.

Print – Click this to reprint your permit/decal if needed.
Sample Documents

EWD Permit/Decal

---

Company Data

Non-Refundable

DOT: [redacted]  
KY: [redacted]  
Company Name: [redacted]  
Contact Name: [redacted]  
DBA: [redacted] LLC  
Contact Email: [redacted]  
Address: [redacted]  
City: [redacted]  
State/Province: KY  
Zip: [redacted]

Effective Date

Effective Date: 2/1/2020  
Expiration Date: 2/1/2021

Vehicle Data

VIN: [redacted]  
Unit Number: [redacted]  
Combined Licensed Weight: 80,000 LBS

Plate: [redacted]  
Plate Jurisdiction: KY  
Gross Weight: 100,000 LBS

Make: Peterbilt  
Model Year: 1994

EWD Route Restrictions

Please reference this link for approved routes:

EWD Weight Restrictions

<table>
<thead>
<tr>
<th>Axle Grouping/Cost</th>
<th>Gross Weight</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tandem *</td>
<td>$260.00</td>
</tr>
<tr>
<td>Tri *</td>
<td>$260.00</td>
</tr>
<tr>
<td>Five or more *</td>
<td>$360.00</td>
</tr>
</tbody>
</table>

*Does not include steering axle

A copy of EWD Permit/Decal is required to be in vehicle for enforcement.

Disclaimer: Extended Weights are only authorized on roads and segments included in the Extended Weight Coal Haul Road System. A list of those roads is included in Administrative Regulation 693 KAR 5:230 in addition a list of those roads and the bridges which are posted for a lower weight limit is included in Administrative Regulation 5:230. Contact the nearest Highway District Office for additional information on a specific road.

A route designated as Extended Weight may have structures that limit the allowable tonnage. Refer to the system listing, which is available from the KYTC Division of Maintenance at [http://acps.transportation.ky.gov/KYIS_EWBridge](http://acps.transportation.ky.gov/KYIS_EWBridge) -
### Extended Weight Permits/Decals (EWD)

#### Invoice/Bill

**Company Data**

- **DOT:** [Redacted]
- **Company Name:** [Redacted]
- **DBA Name:** [Redacted]
- **Address:** [Redacted]
- **City:** [Redacted]
- **State/Province:** KY
- **Zip/Postal Code:** [Redacted]

**Invoice # [Redacted]**

<table>
<thead>
<tr>
<th>Decal Number</th>
<th>VIN</th>
<th>Title#</th>
<th>Plate#</th>
<th>Plate State</th>
<th>Unit#</th>
<th>Permitted Weight</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>2020</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>90000</td>
<td>$160.00</td>
</tr>
<tr>
<td>2020</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>100000</td>
<td>$260.00</td>
</tr>
<tr>
<td>2020</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>90000</td>
<td>$160.00</td>
</tr>
<tr>
<td>2020</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>120000</td>
<td>$360.00</td>
</tr>
</tbody>
</table>

**EWD Weight & Dimension Restrictions**

<table>
<thead>
<tr>
<th>Axle Grouping/Cost</th>
<th>Gross Weight</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tandem</td>
<td>$160.00</td>
<td>90,000 lbs</td>
</tr>
<tr>
<td>Tri</td>
<td>$260.00</td>
<td>100,000 lbs</td>
</tr>
<tr>
<td>Five or more</td>
<td>$360.00</td>
<td>120,000 lbs</td>
</tr>
</tbody>
</table>

* Does not include steering Axle

---

* [Kentucky Transportation Cabinet](https://drive.ky.gov)
Extended Weight Permits/Decals (EWD)

FAQ

FAQ’s for EWD Permit/Decal

What is required for an extended weight coal haul Permit/Decal?
- Haul coal or coal by-products in Kentucky.
- Vehicle registered for 80,000lbs.
- Vehicle must have valid Kentucky commercial plate or IRP (apportion) plate.
- Vehicles plated out of state must submit a copy of the current IRP (cab card) via online.
- Vehicle must have a permanent KYU license and the vehicle listed under inventory.
- All credentials must be in good standing.

How do I apply for a extended weight coal haul Permit/Decal?
- Visit (insert web address) 24/7

How long is an extended weight coal haul Permit/Decal valid for?
- Extended weight coal haul Permit/Decal is good for 1 year from date purchased.

How much is an extended weight coal haul Permit/Decal?
- 90,000lbs (A single truck having 1 steering axle and 2 axles in tandem) = $160.00
- 100,000lbs (A single truck having 1 steering axle and 3 axles in a tri-axle arrangement) = $260.00
- 120,000lbs (A tractor semi-trailer combination with 3 or more axles) = $360.00
- Incremental per 1,000lbs weight over 80,000lbs $840.00 plus additional decal fee of ten dollars ($10) per one thousand (1,000) pounds of registered weight above (80,000lbs).
- There is an applicable service fee of 4% for credit card or a $3.00 ACH Fee.

Can I get a refund on an extended weight coal haul Permit/Decal?
- No, extended weight coal haul Permit/Decal are non-refundable.

How do I renew my extended weight coal haul Permit/Decal?
- Visit (insert web address) 24/7

How do I add a vehicle to my extended weight coal haul account?
- Login to your account at (insert web address) and apply for a Permit/Decal.

Can I transfer my extended weight coal haul Permit/Decal?
- No, Annual Permit/Decal is no longer transferable.