NATIONAL SAFETY CODE (NSC)
SASKATCHEWAN SAFETY FITNESS CERTIFICATE
&
INTERNATIONAL REGISTRATION PLAN (IRP) APPLICATION
What is IRP Registration?
The International Registration Plan (IRP) allows for a commercial carrier to be registered in multiple jurisdictions using a single plate issued by the base jurisdiction.

Who should apply for IRP registration basing in SK?
Any Saskatchewan Commercial Carrier that is registered at 11,794 kgs (26,000 lbs) or greater and is making multiple trips outside their base jurisdiction.
Note: some jurisdictions may require IRP registration or trip permits below 11,794 kgs (26,000 lbs).

How do I qualify?
To qualify for IRP registration the applicant must have an Established Place of Business or be a Resident of the base jurisdiction. Also, applicants must accrue distance in the base jurisdiction and maintain fleet records.

Established Place of Business
Means a physical structure located within the base jurisdiction that is owned or leased by the applicant and staffed during regular business hours.

Residence
Means the applicant or primary share holder of a corporation can demonstrate their primary residence.

Requirements for commercial vehicles
Commercial Auto Liability and Cargo insurance to the minimum limits:

- Liability - $1,000,000 in all cases (including buses 15 passengers or less) except;
  - $2,000,000 if hauling Dangerous Goods as set out in the Transportation of Dangerous Good Regulations (Canada) under the Transportation of Dangerous Goods Act (Canada).  
  - $3,000,000 in the case of a vehicle with a seating capacity of 16 or more used to transport passengers for compensation.

- Cargo

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<th>Registered GVW (kg)</th>
<th>Minimum Insurance Required</th>
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<tr>
<td>12,700 or less</td>
<td>$15,000</td>
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<tr>
<td>21,000</td>
<td>$20,000</td>
</tr>
<tr>
<td>37,000</td>
<td>$27,000</td>
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<tr>
<td>Greater than 37,000</td>
<td>$32,000</td>
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Note: Cargo insurance is not required if a carrier is not for hire. Also, carriers hauling commodities with low value may receive an exemption from the Highway Traffic Board. Please contact them at 306-775-6672 for further details.

- Carriers travelling outside Canada must have a USDOT number and meet any other requirements that are necessary. For further information please go to [www.fmcsa.dot.gov](http://www.fmcsa.dot.gov)
- Carriers registered at 11,794 kg (26,000 lbs) or greater must be registered in the International Fuel Tax Agreement (IFTA). For further information please go to [www.finance.gov.sk.ca](http://www.finance.gov.sk.ca)

Inexperience Surcharge
New IRP applicants may be assessed a surcharge based on their previous registration history.
**How to apply?**

1. Complete the **Established Place of Business** application if you have an office with an employee(s) working there during regular business hours.

   **OR**

   Complete the **Residency** application if you don’t have an office open during regular business hours.

2. **Include with your application**

   - Completed SK-IRP 001 & 002 forms (forms can be found online at [www.sgi.sk.ca/carriers](http://www.sgi.sk.ca/carriers)).
   - Bills of Sale, lease agreements and Owner/Operator agreements for the vehicles being registered under IRP.
   - Certificate of Insurance with Cargo and Liability policy numbers (obtainable from your broker/insurer).
   - If you do not currently hold a SK Safety Fitness Certificate (NSC#) in the applicant’s name you are required to submit a prescribed filing fee in the amount of $125.
   - Your driver’s abstract and/or claims free history from your previous jurisdiction if applicable.

   *Please note, failure to submit any of the above will result in a delay in the application process.*

3. **Send applications by**

   **Mail:** Branch & IRP Issuing Services  
   2260 11th Ave  
   Regina, Sk  
   S4P 2N7  
   **Email:** irp@sgi.sk.ca  
   **Fax:** 1-306-359-0867

For more detailed information regarding what is required to register IRP basing in Saskatchewan please refer to the Carrier Manual on line at: [www.sgi.sk.ca/businesses/irp/index.html](http://www.sgi.sk.ca/businesses/irp/index.html)

If you have any questions regarding the application or the forms, please call Toll Free at 1-800-667-8015 ext: 1250 or (306)751-1250.
Please complete the following information declaring you are a resident of Saskatchewan

Name: ___________________________________________ Date of Birth: ________

Must Meet a Minimum of Three(3) of the Following:

☐ If an individual, driver’s licence is issued by Saskatchewan, # __________________________

☐ Income tax returns have been filed from an address in Saskatchewan.

☐ Applicant has paid personal income taxes to Saskatchewan.

☐ Applicant has paid real estate or personal property taxes to Saskatchewan.

☐ Applicant receives utility bills from Saskatchewan in their name, or

☐ Other factors that clearly indicate the Applicant’s legal Residence in Saskatchewan.

☐ If applicant is incorporated in Saskatchewan.

Legal Name and Incorporation number: ________________________________

☐ If applicant is a corporation; the principal owner is a resident of Saskatchewan.

Note: A site visit may be used to verify residency.

1. Have you previously had your IRP base plate issued by another jurisdiction in Canada or the US? ☐ Yes ☐ No

2. If yes, which jurisdictions? __________________________________________

3. Have you, any director(s) or beneficial owner(s) of this company been involved or associated with another trucking company or motor carrier enterprise with a National Safety Code (NSC) Number in Saskatchewan or any other jurisdiction? ☐ Yes ☐ No

4. Have you, any director(s) or beneficial owner(s) of this company been involved or associated with another trucking company that has had an NSC revoked or cancelled for any reason in Saskatchewan or any other jurisdiction? ☐ Yes ☐ No

5. Are the operational records of the fleet, including the NSC requirements located at the address below? ☐ Yes ☐ No

Mailing Address: __________________________________________

Physical Address: __________________________________________

Or Land Location: __________________________________________

Telephone Number: __________________ Fax Number: ______________

e-mail Address: __________________________________________

I certify that the information contained in the application is true and I understand that failure to disclose or submitting false or misleading information may result in the revocation of the safety fitness certificate and the cancellation of Saskatchewan vehicle registration and compulsory auto insurance.

Signature: ___________________________ Date: ___________________________

Name: ___________________________ Please Print
IRP Place of Business & Saskatchewan Safety Fitness Certificate Application

- **Individual:**
  - Name: ____________________________
  - Date of Birth: DD/MM/YYYY
  - Driver’s Licence Number: __________
  - Issuing Province/State: __________

- **Corporate:**
  - Certificate of Incorporation Number: ____________________________
  - Province/State: __________

- **Group:**
  - Name: ____________________________
  - Date of Birth: DD/MM/YYYY
  - Driver’s Licence Number: __________
  - Province/State: __________
  - Name: ____________________________
  - Date of Birth: DD/MM/YYYY
  - Driver’s Licence Number: __________
  - Province/State: __________

  Attach list with additional names and information if required.

1. Have you previously had your prorated base plate issued by another jurisdiction in Canada or the US? □ Yes □ No
2. If yes, which jurisdictions? ____________________________
3. What are the registrant/carrier’s business hours? ____________________________
4. Are the everyday operations of the registrant/carrier conducted from the location indicated below? □ Yes □ No
   - Provide the name of the contact person who conducts the registrant/carrier’s business at the declared location on a daily basis: ____________________________
5. Are trucks dispatched from this location? □ Yes □ No
   - If no, from where? ____________________________
6. Have you, any director(s) or beneficial owner(s) of this company been involved or associated with another trucking company or motor carrier enterprise with a National Safety Code (NSC) number in Saskatchewan or any other jurisdiction? □ Yes □ No
7. Have you, any director(s) or beneficial owner(s) of this company been involved or associated with another trucking company that has had an NSC revoked or cancelled for any reason in Saskatchewan or any other jurisdiction? □ Yes □ No
8. Are the operational records of the fleet, including the NSC requirements located at the address below? □ Yes □ No

**Note:** A site visit may be used to verify the Established Place of Business.

**Contact Information:**
- Mailing Address: ____________________________
- Physical Address or Land Location: ____________________________
- Telephone Number: ____________________________
- Fax Number: ____________________________
- email Address: ____________________________

I certify that the information contained in the application is true and I understand that failure to disclose or submitting false or misleading information may result in the revocation of the safety fitness certificate and the cancellation of Saskatchewan vehicle registration and compulsory auto insurance.

Signature: ____________________________ Date: __________

Name: ____________________________

Please Print