



REGULATORY COMPLIANCE BULLETIN

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ANNUAL U.S. DOT HAZMAT REGISTRATION PERIOD BEGINS MAY 1st.

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BACKGROUND: The U.S. Department of Transportation's Pipeline and Hazardous Material Safety Administration (PHMSA) HAZMAT registration for the 2024-2025 registration period begins May 1, 2024. **Registration must be completed by July 1, 2024 for all expiring HAZMAT certificates.**

PHMSA requires both hazardous material transporters and those who ship hazardous materials through common carriers to register and pay a fee each year in return for a certificate of authority to operate in intrastate and/or interstate commerce. **Since PHMSA allows multiyear registration, not all registration certificates are up for renewal in 2024.** Current registration and expiration status may be checked online by clicking here: [HAZMAT Registration Look-up](#).

1. Who must register and pay the fee?

HAZMAT Transporters - Any business (intrastate or interstate) shipping hazardous materials requiring a U.S. DOT placard must register and pay a fee.

HAZMAT Offerors - Any business that offers a hazardous material for transportation in commerce energy marketers using common carriers are offerors and must register.

2. What happens if I don't register?

Loss of Operating Authority – Failure to register by the July 1 deadline results in the loss of operating authority in both **intrastate** and **interstate** commerce, issuance of an out of service order for all HAZMAT vehicles and a civil penalty up to \$75,000.

3. Why is the U.S. DOT collecting this fee?

Emergency Response Funding -The money collected from the HAZMAT registration program goes state and local first responders for HAZMAT emergency training. State by State disbursements can be found at: [HAZMAT Grant Disbursement by State](#).

5. How do I register?

There are two ways to file a HAZMAT registration and pay the fee:

Online Registration - [Online registration](#) allows registrants to pay the registration fee, download an authority to operate certificate, check registration status and recover forgotten registration login ID and password information. **HAZMAT registrations filed online before May 1 will not be accepted or processed.** Before registering online at the PHMSA HAZMAT portal, applicants **must first** register at <https://login.gov/>.

U.S. Mail (Not Recommended) - Registration and payment of the HAZMAT fee may be done via U.S. Mail and take between four and six weeks to process. PHMSA urges all registrants to register online to avoid delay in receiving certificates of operating authority before the July 1, 2024 registration deadline. You may obtain a paper registration form and instructions here: [Register Via U.S. Mail](#).

A valid HAZMAT registration certificate must be kept on file at the company's principal place of business as well as in the cab of each HAZMAT vehicle.

6. How much is the annual HAZMAT registration fee?

The annual registration fee is based on business size:

Small Business Registration Fee - For registration year 2024-2025 the fee for small businesses is \$275 for one year; \$525 for two years (2024-2026) and \$775 for three years (2024-2027).

All Other Business Registration Fee - For registration year 2024 -2025 the annual fee for large businesses is \$2,600.

7. How do I determine the size of my business so I know which fee to pay?

Business Size Calculation for Determining the Fee Amount - PHMSA follows the [Small Business Administration \(SBA\) size categories](#) to determine whether a business is large or small for purposes of calculation registration fees. Size categories are based on the number of employees in a company. The following SBA size thresholds apply when calculating which fee to pay:

NAICS CODE 424710 - Petroleum Bulk Stations or Terminals: Energy marketers with bulk plants in this category are considered small businesses and must pay the \$275 fee if the company employs 225 or fewer employees.

NAICS CODE 424720 - Petroleum and Petroleum Product Wholesalers (no bulk storage): Energy marketers in this category are considered small businesses and must pay the \$275 fee if the company employs 200 or fewer employees.

NAICS CODE 457210 - Heating Fuel Dealers: Heating fuel dealers as well as propane dealers in this category are considered small businesses and must pay the \$275 fee if the company employs 100 or fewer employees.

8. What if I registered as a large business but, now I qualify for the small business fee?

If your business circumstances have changed and you now qualify for small business status under the HAZMAT registration fee, contact the PHMSA Hazardous Material Information Center at (800) 467-4922.

9. What if my company was involved with a merger, acquisition or name change since the last registration period?

HAZMAT registration certificates are non-transferable in any merger, acquisition, sale of assets, or other business transaction. If a company purchases a company that is registered, the *purchasing company* must register. Also, if a company's name changes, but the same legal structure is maintained, then an *amended certificate* must be filed via the online HAZMAT registration portal within thirty days of the name change. For more information on the conditions under which you must amend your registration certificate here: [Registration Requirements for Mergers, Acquisitions and Name Change.](#)

10. Where can I find additional information or help with registration?

PHMSA - For questions on Registration, renewals, refunds, duplications, business size calculations email: www.register@dot.gov, call the PHMSA Registration Help Desk at: (202) 934-1630 for businesses beginning with the letters A-M, or call (202) 934-1631 for businesses beginning with the letters N-Z. Also, download the [PHMSA HAZMAT Registration Booklet](#) explaining for detailed explanation of the registration process