



IFTA New Account Documents List – Partnership with EPB

Motor Carrier Services

When conducting business with DOR, you will need:

- A valid government-issued ID
- A [Power of Attorney](#) (POA-1) if you are representing the applicant

To establish a new IFTA account in Indiana, you will need:

- State Form IFTA-1A (54049): [International Fuel Tax Agreement Application](#)
- State Form INIFTA-N (57797): [Notice of Understanding](#)
- Verification of valid US DOT number, Private or For Hire
- FMCSA Certificate of Operating Authority
- Lease agreement from the motor carrier responsible for safety, if applicable
 - Leases with redactions or strikeouts of nonproprietary information will not be accepted
- Verification of paid Unified Carrier Registration (UCR fees)
- Copies of IRP registration or BMV registration (depending on vehicle use) and corresponding vehicle lease agreements, if applicable
- Copies of a driver's license or government-issued ID for all responsible persons
- Articles of Incorporation from the Indiana Secretary of State
- All responsible persons registered as Governing Persons of the registered business with the Indiana Secretary of State
- A filed federal Form SS4: Application for Employer Identification Number (EIN), showing an Indiana address for the company, or letter 147-C, if applicable
- A current mortgage or property tax statement, deed, or rental/lease agreement with an Indiana address
 - All commercial and residential leases require a duration of no less than 12 months.
 - Leases with redactions or strikeouts of nonproprietary information will not be accepted.
- A copy of the partnership contract agreement

Documents to prove Established Place of Business (EPB) in Indiana

Two documents of different types from the list below, with the same Indiana commercial address and in the business name, are required to prove Established Place of Business in Indiana.

Partnership

- An Indiana Income Tax return with an Indiana address for the most recent tax year
- One utility bill from either gas, water, sewer, waste removal, or electric issued within the last 60 days
- Processed Indiana motor vehicle title in the applicant's name
- A copy of the partnership contract with the same commercial address
- A [Certificate of Existence from the Indiana Secretary of State](#)
- A filed federal Form SS4, Application for Employer Identification Number, with an Indiana address
- One credit card, internet or insurance bill issued within the last 60 days or a USPS Change of Address form