LoadPass Permits
Electronic Permit System
User Guide
For County Officials

www.loadpasspermits.com
701-566-5576
Email: permits@loadpasspermits.com
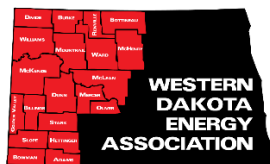
WESTERN
DAKOTA
ENERGY
ASSOCIATION

Table of Contents: pg.

Welcome to LoadPass Permit System

The LoadPass Permit System is a program that is governed by the Executive Board and Truck Permit Committee of the Western Dakota Energy Association (WDEA), formerly ND Association of Oil & Gas Producing Counties. ePermits (trip permits) and Rig Move permits are available for purchase at *www.loadpasspermits.com*. Rig Move Permits are required for movement of a drilling rig from one site to another. Trip permits are only valid for **non-divisible loads**. Only Harvest, Wintertime, and Frost Permits can be purchased for non-divisible loads.

Permit requests requiring approval will be emailed to the county officials in which travel is taking place, and pending permit requests must be acted upon at the county's earliest convenience, preferably within the hour of submittal.

Participating Counties/Cities

The counties/cities presently using this program are:

Adams County	**Grand Forks County**	**Ransom County**	**City of Dickinson**
Barnes County	**Hettinger County**	**Renville County**	**City of Valley City**
Billings County	**Logan County**	**Richland County**	**City of Watford City**
Bottineau County	**McHenry County**	**Sargent County**	
Bowman County	**McIntosh County**	**Slope County**	
Burke County	**McKenzie County**	**Stark County**	
Burleigh County	**McLean County**	**Steele County**	
Dickey County	**Mercer County**	**Stutsman County**	
Divide County	**Morton County**	**Traill County**	
Dunn County	**Mountrail County**	**Walsh County**	
Emmons County	**Oliver County**	**Ward County**	
Foster County	**Pembina County**	**Wells County**	
Golden Valley County	**Ramsey County**	**Williams County**	

Fees and Dues

The cost to join the Uniform County Permit System, LoadPass Permits, is $1,500, that is for the initial set up and training fee, with annual dues between $500 and $2,000. Your dues are based on the total number of truck permits issued in your jurisdiction for the previous fiscal year. The permit system maintenance fee covers map system updates, supplemental training and other administrative items required to ensure the system is operating efficiently and meeting the needs of you and the drivers who use your roads. Below is the fee schedule, capped at $2,000 per year.

LoadPass Membership Fees

First Year Set-up and Training	$ 1,500
Activity	**Annual Membership Fee**
0-500	$ 500
501-1500	$ 750
1501-3000	$ 1,250
3001-5000	$ 1,500
5001 – Over	$ 2,000

The administration of LoadPass Permits is funded by a $6 per permit fee paid by the system users. So, all of the overweight and oversize permit fees collected for each member county/city are distributed to the members each month.

In July, 2017 the LoadPass Truck Permit Advisory Board recommended, and the WDEA Executive Board approved the development of a routable map system to enhance the LoadPass Permit system, and provide the local governments with additional customizability for their local roads. Since this was an enhancement beyond the capacity of the WDEA to fund through the regular $6 per permit funding stream, the member counties/cities voted to withhold from 0% to 4% of their permit fees each month to be paid toward the routable map system development and ongoing maintenance. Currently that percentage is set at 1.5%.

County/City Personnel LoadPass Permit Membership and Administration

Permit Approvals

Depending upon the weight of the load and the settings selected by the local government member, there are certain permits that will need to be approved by a county/city official. These include the following:

- Overweight permits on a Weight Restricted Road
- Rig Move Permit (permission to move a rig from one location to another)
- Xcess Weight Load – Over 150,000 Gross Vehicle Weight
- Depending upon your county's/city's setting in the system, you may require review and approval on the following tiers of load weights:
  - All permits
  - Permits for loads over 80,000 lbs. GVW
  - Permits for loads over 105,500 lbs. GVW
  - Permits for loads over 129,000 lbs. GVW
  - Permits for loads over 150,000 lbs. GVW (as listed above under Xcess Weight Loads

When the system determines that county/city review and approval is required on a permit, an email is sent to the pre-determined county/city permit personnel. The permit may be reviewed and acted upon through the email or by logging into the member LoadPass dashboard. The permit may be approved, denied, or more information may be requested.

If more information is requested, and the permit request is for more than one county, both counties will need to review and act upon the permit after the requested changes are made. The reason for this is that the user may make a change that affects both counties, so both counties must approve the permit before it is issued.

Permit Approval Times

LoadPass Permit requests that require approval will need to be reviewed by the county/city using the interactive email option, or the Permit System Dashboard throughout the day each business day, Monday through Friday, and it is expected that the permits are acted upon as soon as possible after they are submitted. Most permits during business hours are responded to by the counties/cities within the hour. For extra heavy loads or permits that require more research by the county/city, it may occasionally take a bit longer. We are constantly updating the system to allow the review and approval process to be as seamless and quick as possible, and most county/city officials find that the additional effort it takes to approve the permits is well worth the benefits of saving their roads and controlling the traffic in their jurisdictions.

Weekend Approvals

On weekends, the companies continue to work, so all of the counties/cities participating in our system, are required to have someone who can review the permits and grant approval over the weekends as well. Most counties or cities review them two to three times per day on the weekend.

It is imperative that we keep the approval times to a minimum to encourage compliance in the permit system. If permit requests that require approval are not being acted upon, the companies may decide to skip the permitting process and take their chances.

Permit System Dashboard

Your county/city will have a Permit Dashboard created for the management of your permit requests. The Permit System dashboard is a system that displays your active permit requests and allows for easy management of your permit requests. We will work with your staff to train them on using the Permit Dashboard.

Cancellation and Date Change Requests

On occasion the industry will request a cancellation for refund, date change and or an extension. In the event of a cancellation request, the company will submit the request through the system and are encouraged to provide a replacement permit and comments as to the reason for the request. The county will be able to view, accept, or decline the request from the dashboard.
Companies that are requesting a date change/extension are also able to request a date change within the LoadPass System and will work similarly to cancellation requests, where the county has the option to approve the date change request or to change the requested dates and send it back to the company to verify.

Notification System

Our system offers a Notification System for the industry to stay plugged into any changes being made to the participating county/city/township roads. The users sign up to receive a text or email when a restriction is placed on or removed from a county/city/township road. If LoadPass members need to weight restrict a road, close a road, remove a restriction, or even announce a holiday office closure, the member can login to our Notification System and send out a text/email notification to all who are signed up for the service. The notifications are being received by tens of thousands of users.

Truck Permit Meetings

As a member of LoadPass Permits, we want to hear from you regarding our system. What is working, what could be better, future enhancements that may be considered, etc. We have a LoadPass Permits Truck Permit Committee meeting semi-annually, and we encourage each member to have at least one representative at the meeting.

Permit System Funds

All permits are purchased online using a credit card or ACH funding. The funds are accumulated each month and disbursed via ACH to the counties/cities monthly. Typically, by the 10th of the following month. An email is sent out to pre-determined county/city officials when funds are disbursed.

Permit Types

Trip Permits are for overweight or over-dimension **non-divisible** loads traveling on county roads. All cranes, workover rigs and roaded earth moving equipment must have a county permit to travel on county roads. Permits are considered valid for a single trip (from point A to point B). For round trip travel, the reverse trip requires a second permit. Although permits are single trip movement forms, the electronic trip permit purchased on our website allows for a three-day window in which to take the trip. This gives the user a couple of days to obtain permits before the trip is to be taken and allows for unforeseen delays. The exception to that rule is the Rig Move Permit, which is valid for movement for 5 days, if appropriate.

Rig Move Permits are required for permission to move a drilling rig from one site to another, using participating county roads. A county approved Rig Move Permit only gives the permission to move the rig and the units associated with it. Each overweight or over-dimension unit within the rig move group, must have a valid trip permit for the move as well, if applicable. The cost of the Rig Move Permit is $500 per county in, and $500 per county out of the site, and requires county approval.

Frost Permits allows divisible and non-divisible loads to travel weighing up to 7 ton per axle on a 6 ton per axle restricted gravel road (not valid for pavement) during the Frost Law period. Permit cost is $1,000 per county if that county chooses to participate. License plate and unit numbers need to be provided.

Annual Over-Width Permits can be purchased in lieu of a single trip permit when a vehicle/load exceeds the legal width of 8'6". All other dimensions (length and height) must be legal. Gross weights and axle weights must be legal. Gross/Axle vehicle weight cannot exceed weight limits imposed on roads during spring thaw or when travel is on a road with restricted load limits year around. The over-width permit can be issued up to 12' wide. The permit must be non-reducible for width unless the overall width of the load is 10' or less. The permit is valid for one calendar year. The fee for the annual over-width permit is $150 per county/city. Vehicle license number and unit number must be provided on application.

LoadPass Permits uses the same Legal width, height and weight criteria as the ND Highway Patrol.

Harvest Permits

Valid between July 15 - November 30. This permit allows a vehicle 10% more weight when hauling a harvested product from the field to the first point of storage, and for the transport of solid waste. Gross vehicle weight (GVW) not to exceed 105,500 pounds. The fee is $50 per county/(township if applicable) per 30-day period.

A carrier purchasing a weight exemption permit is allowed 10% more weight on a vehicle when hauling a harvested farm product from the field to the 1st point of storage. Solid waste, sugar beets, and potatoes may be hauled from any location to a point of storage with 10% more weight. The weight exemption permit is valid for 10% over legal axle weights and/or 10% over legal exterior bridge distance (measurement between extreme axle centers), whichever is more restrictive.

Permit is valid only on LoadPass participating County, Township, and City roads. When traveling on 80,000 pounds GVW roadways, the GVW **cannot** exceed 88,000 pounds. On all other participating roadways, the GVW **CANNOT** exceed 105,500 pounds GVW. The permit must be carried in the vehicle to be valid.

Wintertime Permits Valid between December 1 - March 7. This permit allows a vehicle 10% more weight when hauling a divisible load, not to exceed a gross vehicle weight (GVW) of 105,500 pounds. (If spring load restrictions become effective prior to March 7, the 10% weight exemption permit is cancelled.) The fee is $50 per county/(township if applicable) per 30 day period.

Carriers purchasing a wintertime weight exemption permit and hauling a divisible load are authorized to haul 10% more weight. The permit is valid for 10% over legal axle weights and/or 10% over legal exterior bridge distance (measurement between extreme axle centers), **whichever is more restrictive.** The GVW **MAY NOT** exceed 105,500 pounds.

Permit is valid only on LoadPass participating County, Township, and City roads. When traveling on 80,000 pounds GVW roadways, the GVW **cannot** exceed 88,000 pounds. On all other participating roadways, the GVW **CANNOT** exceed 105,500 pounds GVW.
The permit must be carried in the vehicle to be valid.

AXLE/GROSS WEIGHT LIMITATIONS

1. Tire weight may not exceed 605 pounds per inch width of tire. (550lbs. plus 10 %)
    o   Example:
        ▪   8:25-inch tire on a steering axle = 9,075 plus 10% = 9,983 lbs.
        ▪   9:00-inch tire on a steering axle = 9,900 plus 10% = 10,890 lbs.

- 10:00-inch tire on a steering axle = 11,000 plus 10% = 12,100 lbs.
- 11:00-inch tires on a steering axle=12,100 plus 10% = 13,310 lbs.

2. Single axle weight (4 tires) may not exceed 22,000 pounds. (20,000 lbs. plus 10%)
   o Example:
   - 8:25-inch tires = 18,150 lbs. plus 10% = 19,965 lbs.
   - 9:00-inch tires = 19,800 lbs. plus 10% = 21,780 lbs.
   - 10:00-inch tires = 20,000 lbs. plus 10% = 22,000 lbs.
   - 11:00-inch tires on a steering axle=12,100 plus 10% = 13,310 lbs.
3. Tandem axle weight (8 tires) may not exceed 37,400 pounds. (34,000 lbs. plus 10%)
   o Example:
   - 7:50-inch tire = 33,000 lbs. plus 10% = 36,300 lbs.
   - 8:00-inch tire or larger qualify for 34,000 lbs. plus 10% = 37,400 lbs.
4. Triple axle weight (12 tires) may not exceed 52,800 pounds. (48,000 lbs. plus 10%, not to exceed 18,700 lbs. per axle)
5. Gross vehicle weights are determined by number of axles and the measurement between extreme axle centers.
   o Example:
   - 3 axles x 16 feet = 48,000 lbs. plus 10% = 52,800 lbs.
   - 4 axles x 22 feet = 56,500 lbs. plus 10% = 62,150 lbs.
   - 5 axles x 48 feet = 78,000 lbs. plus 10% = 85,800 lbs.
   - 5 axles x 51 feet = 80,000 lbs. plus 10% = 88,000 lbs.

Vehicle combinations of six or more axles also qualify for the 10% additional weight as determined by the ND Weight Limitations Chart.

ND Load Restrictions Chart

	By Legal Weight	8 – Ton	7 – Ton	6 – Ton	5 – Ton
Single Axle	20,000 lbs.	16,000 lbs.	14,000 lbs.	12,000 lbs.	10,000 lbs.
Tandem Axle	34,000 lbs.	32,000 lbs.	28,000 lbs.	24,000 lbs.	20,000 lbs.
3 Axle Group or more per Axle	17,000 lbs.	14,000 lbs.	12,000 lbs.	10,000 lbs.	10,000 lbs.
Max. Axle Group	48,000 lbs. – not to exceed this gross weight on **divisible** loads	42,000 lbs. – not to exceed this gross weight on **divisible** loads	36,000 lbs. – not to exceed this gross weight on **divisible** loads	30,000 lbs. – not to exceed this gross weight on **divisible** loads	30,000 lbs. – not to exceed this gross weight on **divisible** loads
Gross Weight	105,500 lbs.	105,500 lbs.	105,500 lbs.	80,000 lbs.	80,000 lbs.

LOADPASS PERMIT SYSTEM HEAVY WEIGHT SCHEDULE

GVW
Truck & Trailer

	-
Over Dimension Only	20
80,001 - 105,500	20
105,501 - 110,000	30
110,001 - 115,000	40
115,001 - 120,000	50
120,001 - 125,000	60
125,001 - 130,000	70
130,001 - 135,000	80
135,001 - 140,000	90
140,001 - 145,000	100
145,001 - 150,000	110
Over 150,000 (Xcess)	$5 / ton / mile

Workover Rigs, Cranes & Special Mobile

40,000 - 60,000	$30
60,001 - 100,000	40
100,001 - 110,000	60
110,001 - 115,000	70
115,001 - 120,000	80
120,001 - 125,000	90
125,000 - 130,000	100
130,001 - 135,000	110
135,001 - 140,000	120
140,001 - 145,000	130
145,001 - 150,000	140
Over 150,000 (Xcess)	$5 / ton / mile

Roaded Earth
Moving Equipment

40,000 - 70,000	$30
70,001 and over	50

Revised 8/23/2023

Xcess Load Permit – Over 150,000 GVW

permits.loadpasspermits.com – Create Trip Permit

For Xcess Loads (150,000 lbs GVW and over) the fee is $5 per ton mile driven on participating county, township, or city roads when the weight limit is 80,000 – 105,500 lbs on these roads.

Formula Example:

300,000 lbs. GVW – 105,500 = 194,500lbs over road weight
194,500 ÷ 2,000 = 97.25 Tons over road weight
97.25 Tons x $5.00 = $486.25/mile

Restricted Road Fees

Permits.loadpasspermits.com – Create Trip Permit

Restricted Roads will have a restricted axle weight in addition to a gross vehicle weight restriction and will be marked accordingly on the routable map, usually indicated in red. Click on the road to determine restriction.

The fees for restricted roads are $5.00/ton/mile for weights over the given maximum GVW restriction plus $1.00/ton/mile for each axle that is over the given maximum axle weight restriction.

Annual Over-Width Permit Fee
$150 per year/per participating local gov't

Frost Law Permit Fee - *$1,000/season per participating local gov't*

Harvest Permit Fees - *$50/30 days: $150/season per local gov't (unless otherwise noted per county)*

Wintertime Permit Fees - *$50/30 day : $150/season per local gov't (unless otherwise noted per county)*

Drilling Rig Movement Permit Fee *$500 per local gov't – does not include trip permits within rig move.*

LoadPass Permit Dashboard Login Page:

https://www.loadpasspermits.com

For assistance, please call the LoadPass Permit office at

701-566-5576

email - permits@loadpasspermits.com

Login to County Dashboard at loadpasspermits.com

Enter login information (username and password), if one has not been assigned to you, please contact a county official that is already a user or contact us at 701-566-5576 to obtain a login.

User Setup - To set up additional users for the account, from the side-bar menu, select the Account Profile Icon, Select County Profile, Add County User, enter appropriate information, assign a role, select Create.

To add contact personnel for your county, select Add County Contact and add the appropriate information and order of contacts to be displayed, using the display index field.

The User Role options give you the ability to assign the appropriate user rights to each of your local government's users. You may choose one or more roles for each of your users. The Administrator role gives the user the ability to see and work in all areas of your company's account…see Role Descriptions to follow.

Role Descriptions:

- **Account** - can create & edit users, assign roles
- **Permits** - has access to manage all permits for the County
- **Notifications** - can create, edit and remove road restrictions and or notifications to be sent to notification subscribers
- **Reports**-has access to Run reports for the County
- **Townships**-has access to Manage all Townships for the County
- **Administrator** – has access to all role

Permit Settings:

Counties will find permit settings at the top right-hand side of the county profile page.

The different Permit Types that LoadPass offers are listed in tabs on the permit settings page. Select each one of the tabs to choose your settings related to that permit.

With Trip Permits Tab selected, check the box next to 'Allow Trip Permits for County' to participate in that type of permit.

Select from the following approval settings:

Counties also have the option to allow AUTO Approval on all Permits but must acknowledge that if this is selected that **all permits will be approved without** any review by county officials and that LoadPass does not provide review on behalf of the county.

Counties can opt to require Approval on ALL permits by selecting the corresponding check box.
we ask that you please be available to approve these permits within the hour of permit request when this is selected

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Permit Settings

Trip Permits	Rig Move Permits	Frost Permits	Harvest Permits	OverWidth Permits	Wintertime Permits

Trip Permit Active

☑ Allow Trip permits for county   **Admin notes**

Require Approval Settings

○ NO approval required for ANY Trip Permit requests, cancellations, and date changes.

◉ Approval Required for ALL Trip Permit requests, cancellations, and date changes.

> No Trip Permits will be auto-approved by the system.

○ Approval Required for specific conditions.

If 'Approval Required for specific conditions' is selected, a list will drop-down for you to choose the specific conditions in which you would NOT want the trip permit to automatically approve without review.

Choose all that apply.

Conditions requiring county approval

Trip Permits that meet any of the selected conditions below will require county approval. If the permit does not match any condition, it will be Auto Approved by the system.

County Approval required for:

Load Types:
- ☑ Roaded Earth Moving Equipment
- ☑ Trucks & Trailers
- ☑ Workover Rigs, Cranes, Special Mobile

Fees:
- ☑ Permit has Overweight Fees ⓘ
- ☑ Permit has Restricted Fees ⓘ
- ☑ Permit has Excess Fees ⓘ

Route:
- ☑ Route is Manual route
- ☑ Road has restriction limits
- ☑ Road has restricted bridge
- ☑ Road has any bridge

Townships:
- ☑ Route contains township roads
- ☑ Route contains non-participating township roads ⓘ
- ☑ Route contains non-participating township bridges

Load Weight:

☑ GVW Exceeds	80000	999,999 lbs.
☑ Axle Group Exceeds	20000	999,999 lbs.
☐ Axle Weight Exceeds	0	999,999 lbs.
☐ Axle Weight exceeds road limits		

Under 'Permit Notifications' you can choose which notifications you wish to receive via email

Permit Notifications

County contacts receive permit notifications for any Permit Request, Cancellation, or Date Change:
- ☑ Submitted by Company
- ☑ Canceled by Company
- ☑ Approved by County(s)
- ☑ Declined by County(s)
- ☑ Auto-Approved by System

Once you have completed these steps for *each* permit, select 'Save Changes' at the top of the page.

County Dashboard – to view Pending (needing attention) and Active (already approved and within the current time period) permits, select 'Pending', 'Active', Declined, or View/Search All Tabs.

Permit Approval Process:

From the Permit Management Page, select the Pending tab to view any pending permits-click on the View Permit Icon at the left side of the permit to open permit and view the permit details. Carefully review permit request and if okay for approval select 'Approve' at the bottom of the permit page. You may enter comments as well. If the permit is not satisfactory, select 'Return for Changes' with comments stating what the company needs to change. Or if needed, select Decline and add comments (required) pertaining to denial.

Counties/ Cities can also view the mapped route submitted, by selecting the map icon.

MAKING CHANGES TO ROUTE ON GIS MAP

CLICK ON PERMIT NUMBER TO OPEN AS USUAL

SELECT *SUGGEST CHANGE*

CLICK ON TOGGLE NEXT TO PLACE WAYPOINTS TO TURN IT TO ON

ADD OR DRAG WAYPOINTS TO CHANGE TO THE PREFERED ROUTE

SELECT *CREATE ROUTE*

SELECT *NEXT*

ENTER RETURN TO VERIFY COMMENTS THEN SELECT RETURN TO VERIFY

-OR-

PLACE BARRIERS

Alternatively, when changing a route, you may opt to place barriers on roadways that you want the company to avoid by selecting the 'Place Barriers' button. This will allow you to draw a red line (i.e. barrier) across a road or roads that you wish to avoid. To draw the red line, toggle 'Place Barriers' on and use your mouse to click and drag a line across the road you wish to route around. Repeat as necessary and toggle the 'Place Barriers' button off when finished.

SELECT 'NEXT' ADD COMMENTS, AND RETURN TO VERIFY

Rig Move Permit Approvals:

Do the same as above for rig move approvals, however, there may be more than one route submitted for approval on a rig move permit. Under each route enter the credentials that you would be willing to let trip permits, within this rig move, auto-approve. If no credentials are entered, no trip permits, within this rig move will be allowed to auto-approve. For quick entry, you may select your default settings. Default settings are found in your county dashboard, select 'Account' drop down menu item then select 'settings' to add these to your default list. These can be changed as needed.

Cancellation Requests:

A company can request a cancellation of a permit for refund through the system and those permit cancellations requests will show up in the counties' pending permit folders to review and process. To process those requests, you will select the review cancellation icon on the right side of the permit. Scroll to the bottom of the permit and select the replacement permit number to view the permit that was submitted for replacement, return to permit and select Approve or Decline.

LoadPass Cancellation for Refund Policy:

Policy: Refund of Permit Fees Approval Date: 3/27/2019 Purpose: Standard process for refund of permits fees to customers

LoadPass shall process all refunds for permits issued through the LoadPass system. The County/CIty may opt to have final approval of the refund. A County/City must provide written notice to LoadPass regarding the desire to have final approval of refunds.

 Refunds may be issued for the following reasons:

1. State will not approve the route

2. Incorrect information submitted

3. Road closures after permit issued

4. Technical system issues

5. Location Changes

6. Weekend Availability

• To receive a refund the company must submit proof of the original permit and supporting documentation for the reason for a refund request.

• Refunds must be requested prior to the expiration date. A company may request for special consideration from the county/City in the event of the expiration date has passed.

• A replacement permit number must be provided if applicable.

• The county/City must provide supporting documentation if they deny a request for a refund.

• A County/City that chooses to review and approve refund requests must provide written notice to the LoadPass Secretary on an annual basis.

• A fee may be charged for the processing of the refund. The fee amount shall be approved and published on the permit fee schedule.

Township Management

To manage township approval and permit requirements, select Township menu item. A list of townships within your county is listed. To edit the requirements, select the pencil next to the appropriate township and select the 'require approval' check box if a township officer needs to be contacted and listed on the permit. Add/Edit Township Contact information.

If fees need to be collected for travel on this township's roads select Require Permit check box.

Comments may be added for applicants to see when adding these fields.

Select 'Update' when changes are made.

Reports

To view permit activity and daily or monthly charge reports, select Reports drop down menu and select *Activity by Trip Date*; *Activity by Requested Date* (date which the permit was requested); or *Charge Activity by Date*. Enter the date range of the activity you would like to view, select Create Report- or Report PDF to view.

To View/Print Monthly Reports-To view monthly reports for previous month's activity, select Reports Icon, select Charge Activity by Date, Enter the 1st day of the month requested through the last day of the month requested in the Date Range fields select Report PDF.

Sending Notifications

To manage road restrictions or send notifications to notification subscribers select the Notifications Icon, then Notifications Management and Add Notification button at the top right hand of your screen.

To add new restriction or notification select *Add Notification.* Enter a road name or title (subject) of notification and enter the restriction or message. Select Continue. Select a Category Type and Category from the lists provided, if you wish, you can add an Effective Start and End dates and times. If you are creating the notification in advance (not to be published until a later date) you can add a publish date in the fields provided. You may also choose to send a reminder notification as well and choose how many days prior to the effective date you want that to be sent as a second notice. Enter the message/restriction you want to send and if you have a link or file that you would like to upload, choose 'Select Files in the Attachments section of the Message Content. Save. Publish (or just Save if you are planning to publish at a later date).

Thank you for your participation in LoadPass Permits

Please contact Gayle or Joelle with questions or concerns at:

701–566-5576

Or email us at: permits@loadpasspermits.com