

### Certification of Wyoming Established Place of Business or Residency

This form must be completed prior to IRP/IFTA Registration or Renewal. If you answer no, an explanation must be provided.

- Is your **only** place of business an office within your personal residence in Wyoming?  
 Yes     No **(If Yes, please skip to question 8. You must prove that you are a Wyoming resident.)**
- Do you have an "established place of business" (outside of your personal residence) in Wyoming or any other jurisdiction? An established place of business is defined as a physical structure (not your home) open and staffed during regular business hours by one or more employees who manage the trucking related business (not contract employees). Trucking related business must constitute more than just credentialing, distance and fuel reporting and/or answering the phone. Employees must be in the permanent employment of the registrant, not contractual labor, performing trucking related duties.  
 Yes; Please list the physical address of every "established place of business" in every jurisdiction. (Attach a separate page if more space is required.) \_\_\_\_\_  
 No **(If No, please skip to question 8. You must prove that you are a Wyoming resident.)**
- Is the physical structure of the "established place of business" located in Wyoming and owned, leased, or rented by the fleet registrant?  
 Yes     No **If Yes, provide the proof of ownership or lease/rental agreements**  
 If no, please explain \_\_\_\_\_
- Is this location open during normal business hours? (Monday – Friday 8 a.m. to 5p.m.)  
 Yes     No    If No, please explain \_\_\_\_\_
- Can you produce an invoice from a Wyoming utility company for this location, listed in the name of the fleet registrant?  
 Yes; Please provide invoice     No ; Please explain \_\_\_\_\_
- Is there a company employee(s) conducting the fleet registrant's business in the location during normal business hours?  
 Yes; Please provide a copy of employee paystub     No; Please explain \_\_\_\_\_
- Are the operational records of the fleet located at this location?     Yes     No  
 If no, can the operational records be made available at the Wyoming location in the event of an audit?     Yes     No

**If the records cannot be brought to the Wyoming location, the registrant must pay all costs of travel and per diem expenses that the auditors incur in conducting the examination, in accordance with the IRP Plan, Section 1020 and in accordance with IFTA Plan, Article III, Section 325.**

- Are you a Wyoming resident?  
 Yes; Please provide 3 proofs of residency **ONLY** if your address     No; Provide proofs required in questions 2-7.  
     has changed.

**Under penalties of perjury, the applicant declares that the information given is to the best of the applicant's knowledge true, accurate and complete. The applicant understands that in the event the established place of business or residency is proven to be outside the State of Wyoming, the registrant will be suspended and registration fees will not be refunded.**

Please print or type :

Company Name \_\_\_\_\_

Company Physical Address \_\_\_\_\_

Printed Name of Registrant \_\_\_\_\_  
City State Zip Code

Registrant's Signature \_\_\_\_\_ Date \_\_\_\_\_