



## INTERNATIONAL REGISTRATION PLAN (IRP) ESTABLISHING BASE JURISDICTION AND PROOF OF RESIDENCY

### INTERNATIONAL REGISTRATION PLAN (IRP) REGISTRANT INFORMATION

|   |                              |                            |     |
|---|------------------------------|----------------------------|-----|
| REGISTRANT'S LEGAL ENTITY NAME                    | TAX IDENTIFICATION NUMBER    | IRP ACCOUNT / FLEET NUMBER |     |
| REGISTRANT DOING BUSINESS AS NAME (if applicable) | PRINCIPAL OWNER NAME / TITLE |                            |     |
| BUSINESS RESIDENCY ADDRESS (Must be Ohio)         | CITY                         | STATE<br>OH                | ZIP |

The International Registration Plan (IRP Plan) requires that the IRP Registrant's physical address in the base jurisdiction be verified as either meeting the definition of Established Place of Business, or Business Residency.

In order to prove Business Residency in Ohio, and therefore allow Ohio to serve as your Base Jurisdiction for IRP Apportioned Registration, you will need to complete all three sections of this form and provide the required documents in the quantity indicated. If you do not meet the requirements to prove business residency in Ohio and you have an established place of business in Ohio do not submit this form, and review the requirements for Established Place of Business as described in the BMV4856 IRP Establishing Base Jurisdiction as an Established Place of Business. .

### SECTION ONE

**If you answer yes to any, or all, of the following four questions you must always provide the required document indicated when proving Business Residency in Ohio. Failure to submit the required documents will result in denial of Ohio as your IRP Base Jurisdiction.**

|   |   |
|---|---|
| 1. Is the Registrant's Legal entity type is a sole-proprietor, partner, sole member LLC,  | Provide a copy of the Ohio driver license for the sole proprietor, partner, sole member of the LLC;   |
| 2. Is the Registrant's Legal entity type is a multi-member LLC, LLP, or Incorporation.  | Provide a copy of the Ohio driver license of a principal owner who has fiduciary duties, legal responsibility, and who owns all or a portion of the entity. |
| 3. Is the Tax Identification Number listed above is a Federal Employer Identification Number (not an individual's Social Security Number)                     | Provide a copy of the Internal Revenue Service correspondence re: Issuance, or Confirmation, of Federal Identification Number assigned to the entity.       |
| 4. Is the Registrant's Legal Entity is an entity required to be registered with the Ohio Secretary of State as a ,(LLC, LLP, Inc., or LP)                     | Provide a copy of the State of Ohio Certificate with the Entity# present  |
| 5. Is there is a Doing Business As Name listed above that has been registered with the Ohio Secretary of State as a Registered Trade Name, or Fictitious Name | Provide a copy of the State of Ohio certificate with the Entity # present   |

### SECTION TWO

**In addition to any required document identified in section one, you are also required to provide two additional documents when proving Business Residency in Ohio as described in the following IRP Plan Identified Business Residency Documents, and Ohio Optional Business Residency Documents list.**

#### IRP Plan Identified Business Residency Documents

**You may provide two documents from this list as proof Business Residency in Ohio.** Documents must have both the IRP Registrant's Legal Entity Name, and the Ohio Physical Business Residency address listed above.

1.  Federal Income Tax Return (1040, 1065, 1120, etc.) copies must indicate filing and/or payment
2.  State of Ohio Tax Return (IND, CAT, IFTA, Sales, employer withholding, School District, Municipality, etc.) copies must indicate filing and/or payment
3.  County Property or Real Estate Tax Bills, or Statements
4.  Utility Bill – Electric, Gas, Water, Sewer, Telephone-Landline) the Ohio Physical Business Residency address listed above must be identified as the service address
5.  Vehicle Registration and Title (Registration and title cannot be to the IRP vehicle being registered)

**SECTION TWO** (continued)

**Ohio Optional Business Residency Documents**

**You may combine one document from this list, and one document from the IRP Plan Identified Business Residency Documents list to equal the two required additional documents to prove Business Residency in Ohio.**

Documents must have both the IRP Registrant's Legal Entity Name, and the Ohio Physical Business Residency address listed above.

- 1.  Insurance certificate with the VIN of the vehicle being registered
- 2.  Bank statement showing activity within the last 2 months
- 3.  Credit card statements showing activity within the last 2 months
- 4.  USPS Official Change-of-Address Confirmation Letter

**Please note the additional options for entities with multiple owners.**

**IRP Plan Identified Business Residency Documents, or Ohio Optional Business Residency Documents, that are not in the IRP Registrant's Legal Entity Name as listed above will not be accepted unless all of the following conditions are met:**

- 1.  The Address on the Document is the same as the Ohio Physical Business Residency address listed above; and
- 2.  The Name on the Document provided is a principal owner when the entity is a partnership (general or limited), Limited Liability Corporation, Limited Liability Partnership, or Incorporation; and
- 3.  The principal owner whose name is on the document has provided a copy of their Ohio Driver's License that has the same address as the Ohio Physical Business Residency address listed above.

**SECTION THREE**

**As evidenced by my signature on this form, I affirm the following:**

- The operational, employment, and maintenance, records for this entity's trucking business are stored here, and if requested will be made available at the Ohio EPOB, or Ohio Business Residency address listed above for Audit purposes; and
- the entity will accrue mileage in Ohio during each IRP apportioned registration year; and
- I understand should the Ohio Bureau of Motor Vehicles determine that the address above, or the documents provided, do not establish Ohio as the IRP Base Jurisdiction for this entity that vehicle registration activity may be limited, and fleet renewal applications may be denied.

|   |       |                |     |
|---|-------|----------------|-----|
| PRINTED NAME  | TITLE | E-MAIL ADDRESS |     |
| SIGNATURE<br><b>X</b>   |       | DATE           |     |
| Mailing Address if different than the address provided in section 1, or 2, above. |       |                |     |
| MAILING ADDRESS   | CITY  | STATE          | ZIP |

- Check this box if you are submitting the BMV4846 as a change of address for an existing IRP Account, and provide the IRP Account # where requested above.