



**This Section is for Office Use Only**

Date: \_\_\_\_\_ App. Rec'd By: \_\_\_\_\_

Application/Docket Number: \_\_\_\_\_ Certificate or Permit Number: \_\_\_\_\_

Company's Legal Name: \_\_\_\_\_

Company's Tradename or DBA (if applicable): \_\_\_\_\_

**APPLICATION FOR APPROVAL OF**  
**PRINCIPAL MEMBER CHANGES WITH CONTINUED AUTHORITY**

**Application Fee:** There is no fee for a Principal change notification. If additional space is required for any item, please attach a separate sheet. Write the original legal name of the company on each separate sheet.

SUBMIT TO:  
Connecticut Department of Transportation  
Regulatory and Compliance Unit  
2800 Berlin Turnpike, Newington, CT 06111

**Purpose of this application:** This form is used solely to notify the Connecticut Department of Transportation that less than 100% of the ownership of the company has changed while the company name and address remains unchanged. This form cannot be used to notify the Department of any other actions or activities concerning your company such as change of location, change in organizational name, or sale of a permit or certificate.

**Company Information:**

Company's Legal Name \_\_\_\_\_

Trade Name or DBA (if applicable) \_\_\_\_\_

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

City/State/Zip \_\_\_\_\_

Mailing Address (if different) \_\_\_\_\_

City/State/Zip \_\_\_\_\_

Contact Name \_\_\_\_\_

(Name of person to contact if there are questions about this application)

Contact Phone Number \_\_\_\_\_

Contact Email Address Required: \_\_\_\_\_

### **NOTIFICATION OF A CHANGE OF PRINCIPAL(S)**

This is to notify the Connecticut Department of Transportation (DOT) of the following change of Principals:

Name(s) and addresses of CURRENT principal(s):

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Name(s) and addresses of DEPARTING principal(s):

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Name(s) and addresses of INCOMING principal(s):

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#### **Required for Livery, Bus, or Household Goods Movers:**

- For certificates and/or permits held by a partnership, corporation, or a limited liability company, a copy of the Connecticut Secretary of the State Business Filing reflecting the new principal members must be submitted with this application.
- Each member of the partnership, corporation, or limited liability company holding the certificate and/or permit requires a standard State of Connecticut background check. Instructions will be provided for all new members.

#### **Required for Taxi Certificates:**

- For certificates held by a partnership, corporation, or a limited liability company a copy of the Connecticut Secretary of the State Business Filing reflecting the new principal members must be submitted with this application.
- Each member of the partnership, corporation, or limited liability company holding the certificate is required to obtain a State of Connecticut background check as well as an additional FBI criminal history check as mandated by statute. Instructions and forms will be provided for all new members.

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Signature of an authorized representative of the certificate/permit holder

Date

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Print Name

Print Title

**Written approval or denial of this application will be sent by email to the address provided.**