

## Form BOC-3 - Designation of Agents for Service of Process

The American Trucking Associations (ATA) is now authorized to provide blanket designation of process agents on behalf of registered motor carrier and/or property brokers with the Federal Motor Carrier Safety Administration (FMCSA) and can file your BOC-3 form on behalf of your company. If your company has or is in the process of obtaining its interstate authority and have been assigned your Motor Carrier (MC#) or Freight Forwarder (FF#) number, you will need to file a BOC-3 form.

**READY TO FILE? Click the link below –**

[BOC-3 - Designation of Agents for Service of Process ATA Filing](#)

## BOC-3 Frequently Asked Questions:

### What is the BOC-3 Form and is it required by the FMCSA?

The BOC-3 form is a FMCSA requirement for interstate transportation companies. The BOC-3 form filing serves as a means for the public to be able to reach you if you are involved in court proceedings. A process agent is a representative whom court papers may be served in any proceeding brought against a motor carrier or freight forwarder. The agent will accept the served court papers, which in turn, forward them to you by certified mail. Our process agents are attorneys who understand the importance of their role. It is also very important to maintain your correct mailing address with the FMCSA as well as ATA (your blanket company) to ensure you receive any court proceeding papers and avoid a possible default judgement. FMCSA Regulation 49 CFR Part 366 details more about the Designation of Process Agents by Motor Carriers and Brokers.

### If I filed my BOC-3 form through AMSA, do I need to file a new form with ATA?

Yes. The FMCSA will require a new BOC-3 filing since the AMSA has dissolved and is no longer in operation. ATA has made this process simple for you to make your payment and fill out and sign your BOC-3 form in a few easy steps.

### Do I have to be an ATA member to have ATA file my BOC-3 form?

No. You do not have to be a member of ATA but you will need to create a user profile in order complete and sign your BOC-3 form as well as make your online payment.

### What is the cost to have ATA file the BOC-3 form?

The cost for ATA to file your BOC-3 form is \$55 per year.

### **What happens after I pay and complete the BOC-3 form through the ATA Online Store?**

We aim to file your BOC-3 form within 24 hours of your submission. Please remember that before the form can be filed all of the information on the first page must match what is registered with the FMCSA. Once we have filed your BOC-3 form, you will receive 1) a confirmation letter, (2) list of ATA process agents in every state and (3) your filed copy of the BOC-3 form to keep for your records.

### **Once ATA has filed my BOC-3 form, will this form need to be refiled every year?**

No. The FMCSA only requires a refiling if there is a change in ownership, change in company name or change in address. You will have limited time to refile the BOC-3 form and it is imperative that you maintain your address up to date with the FMCSA as well as with ATA.

### **When will I receive the ATA Annual Renewal Invoice?**

You will receive your renewal notice in December for each upcoming year. The renewal notice is to maintain the process agents who are attorneys. If you find yourself involved in court proceedings, you may contact the process agent directly and independently if you are interested in legal representation in that state.

### **What if I misplace and need a copy of my BOC-3 form that ATA filed with the FMCSA?**

You may request a copy of your ATA filed BOC-3 form by emailing [BOCfiling@trucking.org](mailto:BOCfiling@trucking.org).

**Still have questions or need assistance?** Please contact Jakelyne Cardoza at [jcardoza@trucking.org](mailto:jcardoza@trucking.org)