



THE STATE
of **ALASKA**
GOVERNOR SEAN PARNELL

Department of Transportation and
Public Facilities

Division of Measurement Standards &
Commercial Vehicle Enforcement

11900 Industry Way Building M
Anchorage, Alaska 99515

Main: (907) 365-1210

Fax: (907) 365-1220

May 1, 2013

Permit requests that are currently being faxed to the Commercial Vehicle Customer Service Center (CVCSC) may be submitted on-line utilizing the MyAlaska website. **Currently MyAlaska is only working with Internet Explore.** Other browsers such as Firefox, Google Chrome, etc. have operational issues.

To allow for a smooth transition please follow the steps outlined below:

1. If you already have a log-in to the MyAlaska site, verify that the Customer Information page contains your location's information. That information is what will be used to contact you or fax completed permits. CVCSC can also email your permit. Verify with CVCSC that the log in name has been associated with your account number.
2. If you do not have a log-in to MyAlaska:
 - a. Go to <https://my.alaska.gov>
 - b. Create a New User. *Be sure to complete the customer information page.*
 - c. After creating your log-in please email dot.dms.permitsfax@alaska.gov or call 365-1200 to establish the ability to charge your account.
3. To start the permit process log in to the MyAlaska website.
4. On the Services page under businesses select Measurement Standards Commercial Vehicle Enforcement.
5. Select the "LPQ" button
6. Select the New Permit button. The Permit HX button is for company history.
7. Complete all information required. Weight & spacing information required ONLY if overweight/ oversize. If you have any questions, please select the help box.
8. After entering all information select the submit button. That will place the permit in the queue status.
9. After submitting requests if you should need to edit a permit select the edit button. If the permit *has not* been edited by CVCSC (Status Permit is being edited by CVCSC), changes may be made to the request. If already pulled, call the numbers in #10.
10. After changes have been made select the submit button. This will place your request back into the same position in the queue for that business day. Any request left in edit status overnight will be placed in order it was submitted that day.
11. If you have any questions, please feel free to contact CVCSC at 365-1200 or 800-478-7636.