



BusTrusted
DRIVER'S LIBRARY

VOLUME 06

THE DOCUMENTS THAT KEEP YOU LEGAL

*Driver, coach, and office — plus the renewal
calendar that keeps the authority alive.*

Every bus. Vetted. Trusted.

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Educational guide — not legal advice. Verify current federal, state, county, and local regulations before relying on any content.



VOLUME 06 · BUSINESS SERIES

The Documents That Keep You Legal

Roadside inspections are open-book tests: every answer is a piece of paper, and you either have it in ten seconds or you don't. Here's what lives on the driver, in the coach, and back at the office — plus the renewal calendar that keeps it all alive.



Three homes for the paperwork — if an inspector asks, you know which folder it lives in.

Figure 1 — Three folders, zero panic.

On the DRIVER

- CDL of the proper class with Passenger (P) endorsement (air-brake restriction removed for air-brake coaches).
- DOT medical certificate — current, and matching your license certification.
- Hours of service: ELD with current day + prior 7 available, instruction card, blank paper logs as backup.

In the COACH

- Registration (+ IRP cab card if apportioned) · insurance ID card.
- Proof of periodic/annual inspection (49 CFR 396.17 — every 12 months).
- Previous DVIR with sign-off if a defect was written up · the charter order for this movement · IFTA copy if applicable.

At the OFFICE (principal place of business)

- Operating authority: active USDOT + MC registration for interstate for-hire passengers.
- MCS-90B endorsement proving the \$5M/\$1.5M financial responsibility (49 CFR 387.33).
- Driver Qualification files (Part 391): application, MVRs at hire + annually, road test, med-cert copies.
- Drug & Alcohol program: consortium enrollment, pre-employment tests, Clearinghouse queries (pre-hire + annual).
- Maintenance files per coach (49 CFR 396.3) · accident register · HOS supporting documents.

The renewal calendar



When	What renews
Every 12 months	Annual vehicle inspection · driver MVR review · Clearinghouse annual query · UCR registration
Every 24 months	MCS-150 biennial update – miss it and FMCSA can deactivate your USDOT number
Per examiner date	DOT medical certificates (calendar each driver's expiry)
Annually (state)	IRP and IFTA renewals per your base state
June 1 (Delaware LLCs)	State franchise tax – keep the company itself alive too

THE ONE-POUCH RULE

One zippered pouch per coach: registration, insurance card, inspection proof, IFTA copy, blank DVIRs, accident packet. Check it monthly. When the officer asks, the pouch comes out in ten seconds – and ten-second answers set the tone for the whole inspection.

Sources & further reading: 49 CFR Parts 391, 396 (.3/.11/.13/.17), 387.33; FMCSA registration: USDOT/MC, MCS-150 biennial update, D&A; Clearinghouse, UCR; IRP/IFTA state programs.

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