



Application Instructions

“WIDE LOAD” PERMIT

The “Wide Load” application type is for a vehicle hauling an extralegal load or piece of equipment. This permit are issued for either one (1) day (Daily) or for one (1) year (Annual).

START YOUR APPLICATION

1. Go to Online Permit Portal at <https://aca-prod.accela.com/concord/>
2. You must “Register for an Account” and “Login” in order to create applications. When registering your account **be sure to include your phone and email information** as this will be used to contact you regarding your permits.

City of Concord, California | ePermit Online

Welcome to the City of Concord's ePermit portal. We are pleased to offer online permit research to citizens, businesses and visitors.

Citizens may research Building, Planning, Engineering and Public Works permits and inspection results 24 hours a day. You do not need to register in order to view this information.

Registered users may apply online for various permits. To register, or to learn more about online permits, please review the online permits information available here: <http://www.cityofconcord.org/OnlinePermitsInformation>

What would you like to do today?
To get started, select one of the services listed below:

Building Search Applications	Planning Search Applications
Engineering Search Applications	Service Request Search Applications

Login

User Name or E-mail:

Password:

Login »

Remember me on this computer

[I've forgotten my password](#)
[New User? Register for an Account](#)

3. Select the “Engineering” application type.

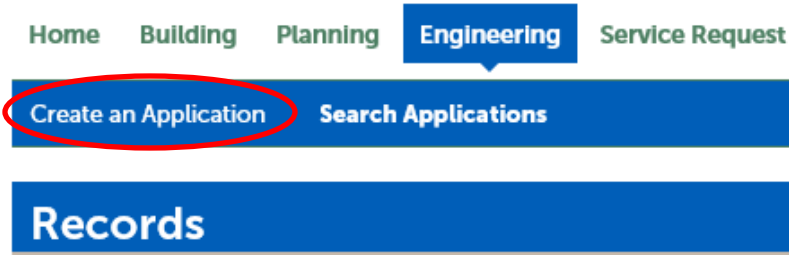
Home Building Planning **Engineering** Service Request

Dashboard My Records My Account Advanced Search ▾

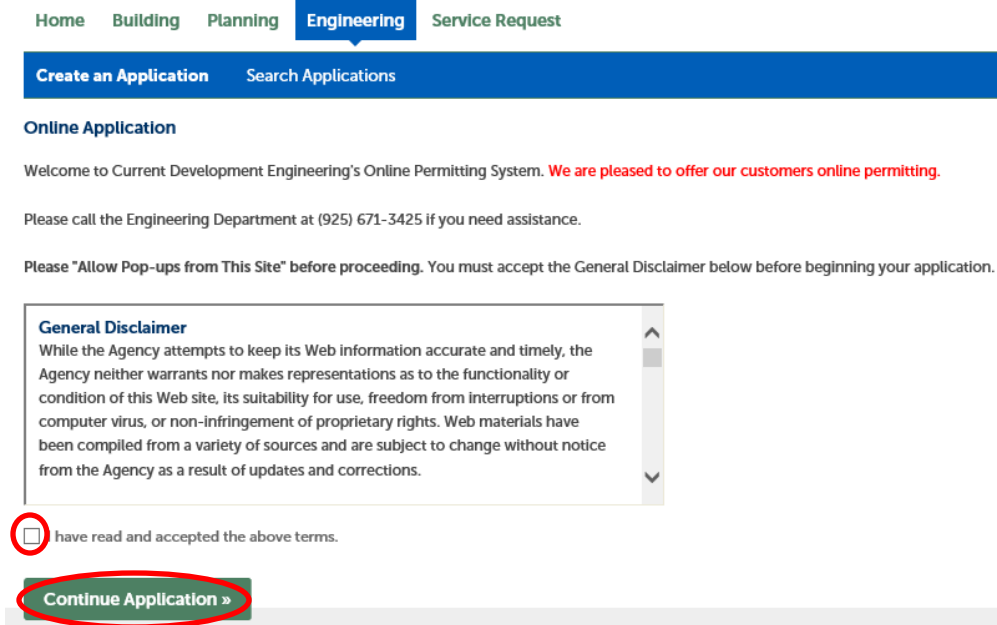
Hello, Engineering Division

My Collection (0)

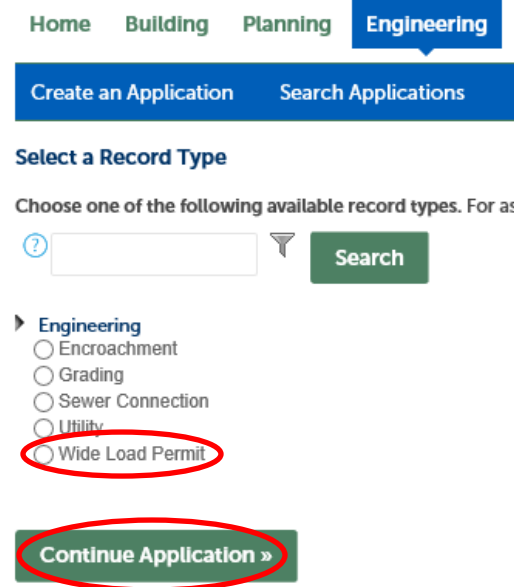
4. Select "Create an Application"



5. Read the disclaimer, check the check-box and select "Continue Application".



6. Select "Wide Load Permit" and select "Continue Application".



PERMIT INFORMATION

1. Fill out all the necessary information about the vehicle and load/equipment. When that is complete select "Continue Application".

Application Fields

WIDELOAD INFO

* Description of the Load or Equipment Being Hauled.:

* Hauling Equipment Description:

* Origin:

* Destination:

* Travel Route:

State Permit #:

* Application Subtype:

PERMIT VALID TIME INFO

* From Date:

* From Time (use 24 hour clock):

* To Date:

* To Time (use 24 hour clock):

* Pilot Car?: Yes No

* Loaded Height:

* Loaded Width:

* Loaded Length:

Overhang:

* Vehicle Length:

Kingpin to Axle:

* Vehicle Width:

* Weight:

AXLE INFO

* Axle 1 # Tires:

* Axle 2 # Tires:

Axle 3 # Tires:

Axle 4 # Tires:

Axle 5 # Tires:

Axle 6 # Tires:

Axle 7 # Tires:

Axle 6 Width:

Axle 7 Width:

Axle 8 Width:

Axle 9 Width:

[Continue Application »](#)

APPLICANT

1. You must fill out the “Applicant” information. You can either “Select from Account” or “Add New”. **Be sure to fill out the phone and email** as this is how permit staff will contact the applicant and provide permit updates. Once that is complete, select “Continue Application.”

Step 2: Applicant > Applicant Info

Applicant

To add a new contact, click the Add Contact link. To edit a contact, click the Edit link.

[Select from Account](#) [Add New](#)

[Continue Application »](#)

TRANSPORTER INFORMATION

1. You must fill out the "Transporter Information". You can either "Select from Account" or "Add New". Once that is complete, select "Continue Application."

Step 3: Transporter Information > Transporter

Transporter

To add a new contact, click the Add Contact link. To edit a contact, click the Edit link.

[Select from Account](#) [Add New](#)

[Continue Application »](#)

REVIEW

1. Review all the information and edit any as necessary. At the bottom of the page read the certification, check the check-box, and select "Continue Application".

I certify that I have read and understand the instructions that accompany this application and that the statements made as part of this application are true, complete, and correct and that no material information has been omitted. By checking the box below, I understand and agree that I am electronically signing and filing this application.

By checking this box, I agree to the above certification.

Date:

[Continue Application »](#)

[Save and resume later](#)

PAY FEES

1. This screen summarizes the fees due. Review and select "Continue Application".

Step 5: Pay Fees

Listed below are preliminary fees based upon the information you've entered. Some fees are based on the quantity of work items installed or repaired. Enter quantities where applicable. The following screen will display your total fees.

Application Fees

Fees	Qty.	Amount
Oversized Load Single Day (EN)	1	\$16.00

TOTAL FEES: \$16.00

Note: This does not include additional inspection fees which may be assessed later.

[Continue Application »](#)

2. Enter all the required fields for the credit card information and select “Submit Payment”.

Credit Card Information:

* Card Type: * Card Number: * Security Code: [?](#)

* Name on Card: * Exp. Date:

Credit Card Holder Information:

Auto-fill with

Country:

* Billing Address:

* City: * State: * Zip:

* Phone:

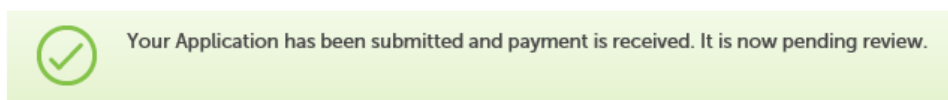
E-mail:

Submit Payment »

RECORD ISSUANCE

1. The next screen will show confirmation that payment was made and your application was successfully submitted. You will also receive an email confirming the payment, along with a receipt.

Step 6: Record Issuance



Thank you for using our online services.
Your Record Number is WL200051.

You will need this number to check the status of your application.

2. The Engineering Division will receive notice that a Wide Load Permit has been applied for and fees have been paid. Permit staff will go over the submittal and make sure everything is correct. If more information is needed, the applicant will be contacted by email. Once permit staff has checked everything, the Wide Load Permit will be issued and a copy of the issued permit will be emailed to the applicant.