

# HOW TO COMPLETE THE CAIP INSPECTED UNITS FORM

The FMCSA provides data via its Safety Measurement System (SMS)

1. Go to [safer.fmcsa.dot.gov](http://safer.fmcsa.dot.gov)

2. Scroll down and click the [Company Snapshot](#) link under the center column, titled FMCSA Searches

FMCSA Services	FMCSA Searches	Other FMCSA Web Sites
<ul style="list-style-type: none"> <li>• <a href="#">FMCSA Registration &amp; Updates</a></li> <li>• <a href="#">Online Fine Payment</a></li> <li>• <a href="#">MCMIS Data Dissemination Catalog/Company Safety Profiles</a></li> </ul>	<ul style="list-style-type: none"> <li>• <a href="#">Company Snapshot</a></li> <li>• <a href="#">Analysis &amp; Information (A&amp;I) Online</a></li> <li>• <a href="#">Licensing &amp; Insurance</a></li> </ul>	<ul style="list-style-type: none"> <li>• <a href="#">FMCSA Home Page</a></li> <li>• <a href="#">DataQs</a></li> <li>• <a href="#">FMCSA Information Systems</a></li> </ul>

3. Enter the applicant's USDOT, MC/MX Number or Name then select [Search](#)

### Company Snapshot

The *Company Snapshot* is a concise electronic record of a company's identification, size, commodity information, and safety record, including the safety rating (if any), a roadside out-of-service inspection summary, and crash information. The Company Snapshot is available via an ad-hoc query (one carrier at a time) free of charge.

**Search Criteria**

Users can search by DOT Number, MC/MX Number or Company Name.

USDOT Number  
  MC/MX Number  
  Name

Enter Value:  x

4. Once the Company Snapshot comes up, select [SMS Results](#)

USDOT Number  
  MC/MX Number  
  Name

Enter Value:

### Company Snapshot

USDOT Number: 12345678

**ID/Operations | [Inspections/Crashes In US](#) | [Inspections/Crashes In Canada](#) | [Safety Rating](#)**

Carriers: If you would like to update the following ID/Operations information, please complete and submit form [MCS-150](#) which can be obtained [online](#) or from your State FMCSA office. If you would like to challenge the accuracy of your company's safety data, you can do so using FMCSA's [DataQs](#) system.

Carrier and other users: FMCSA provides the Company Safety Profile (CSP) to motor carriers and the general public interested in obtaining greater detail on a particular motor carrier's safety performance than what is captured in the Company Snapshot. To obtain a CSP please visit the [CSP order page](#) or call (800)832-5660, ☎ or (703)280-4001, ☎ (Fee Required).

For help on the explanation of individual data fields, click on any field name or for help of a general nature go to [SAFER General Help](#).

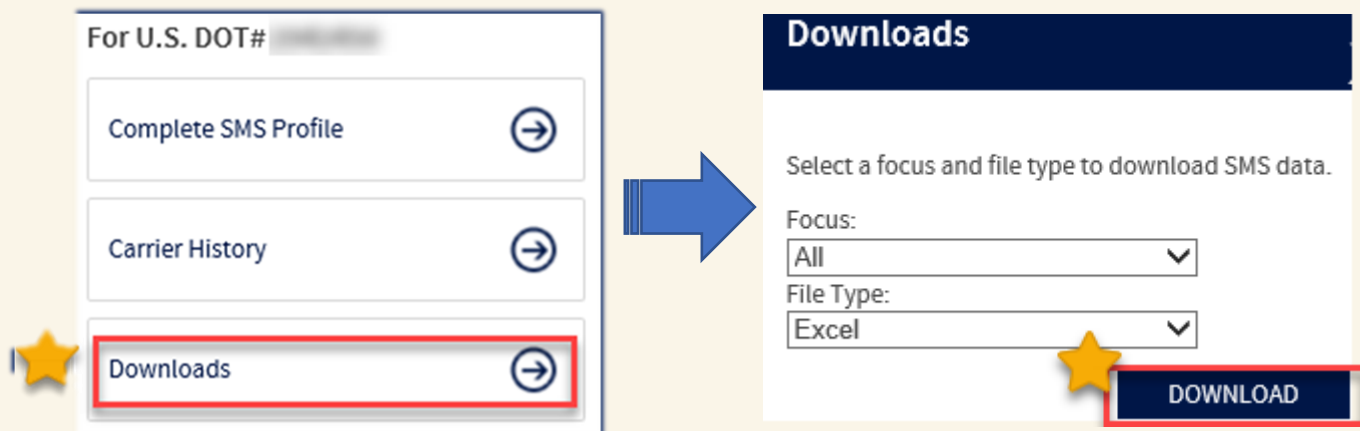
The information below reflects the content of the FMCSA management information systems as of 07/30/2019. Carrier VMT Outdated.

Entity Type:	CARRIER		
Operating Status:	ACTIVE	Out of Service Date:	None
Legal Name:	[REDACTED]		
DRA Name:	[REDACTED]		

**Other Information for this Carrier**

- ▼ [SMS Results](#)
- ▼ [Licensing & Insurance](#)

- On the SMS Results page, scroll down and select **Downloads** to bring up download options. Leave the default set to **Focus: All** and select your preferred File Type. Select **Download**.



- After opening the downloaded file, select the **Inspections** tab. The Inspections tab will display the vehicle identification number (VIN) inspected by the FMCSA and operated by the carrier.

AutoSave Off | USDOT | \_All\_BASICs\_Public\_06-28-2019 - Read-Only - Excel

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A1 Report

	A	B	C	D	E	F	G	H	I	
1	Report									
2	Date	State	Number	Level	Placardable HM Vehicle Inspection	HM Inspection	BASIC	Violation Group Description	Code	Desc
3	5/16/2019	PA		2	No	No	Vehicle Maint.	Brakes, All Others	393.45(b)(2)	Brake
4	5/16/2019	PA		2	No	No	Vehicle Maint.	Clearance Identification Lamps/Other	393.9	Inope
5	5/2/2019	CT		2	No	No	Vehicle Maint.	Clearance Identification Lamps/Other	393.9	Inope
6	5/2/2019	CT		2	No	No	HOS Compliance	Incomplete/Wrong Log	395.8F01	Drive
7	5/2/2019	CT		2	No	No	HOS Compliance	EOBR Related	395.22H1	Drive
8	5/2/2019	CT		2	No	No	HOS Compliance	EOBR Related	395.22H3	Drive malfu
9	5/2/2019	CT		2	No	No	Vehicle Maint.	Wheels, Studs, Clamps, Etc.	396.3(a)(1)	Inspe
10	4/15/2019	DE		2	No	No	Vehicle Maint.	Tires	396.3A1T	acce
11	4/15/2019	DE		2	No	No	HOS Compliance	Other Log/Form & Manner	395.15(i)(5)	Tires
12	4/3/2019	RI		1	No	No				Onbc
13	3/18/2019	NY		2	No	No	Vehicle Maint.	Emergency Equipment	393.95(f)	inforr
14	3/18/2019	NY		2	No	No	Vehicle Maint.	Lighting	393.9(a)	No /
15	3/18/2019	NY		2	No	No	Vehicle Maint.	Tires	393.75(a)(3)	Inope
16	3/18/2019	NY		2	No	No	Vehicle Maint.	Reflective Sheeting	393.11TL	Tire-f
								Clearance Identification		Truck shee' vehicle

Overview Violation Summary **Inspections** Crashes Acute-Critical Violations

**7. Each unit inspected in the preceding 12-months must be listed on the CAIP Inspected Units Form. The VIN number should be listed only once and can be copied from the downloaded file to the CAIP Inspected Units Form.**

**For units owned and sold prior to the policy inception, a bill of sale should accompany the application. The Estimated Cost of Hire provided on the application should include an estimate of the annualized Cost of Hire for each vehicle the applicant will operate during the policy term.**

**COMMERCIAL AUTOMOBILE INSURANCE PROCEDURE (CAIP)  
INSPECTED UNITS FORM**

<b>APPLICANT</b>					
Last Name			First Name		MI
DBA					
Street Address		Ste./Apt. No.	City	County	State Zip Code
Assignment No. (if known)		Policy No. (if known)		Insurer Name (if known)	
<b>PRODUCER OF RECORD</b>					
Producer Last Name			Producer First Name		MI
Mailing Address		Ste./Apt. No.	City	County	State Zip Code
Producer License No.		Telephone No. (incl. area code)		Email Address	
<b>SIGNING PRODUCER</b>	<b>(Complete if the producer completing and signing this application differs from above)</b>				
Last Name		First Name		MI	Producer License No.
<b>INSPECTED UNITS INFORMATION</b>					
Vehicle No.	Vehicle Identification No.		Vehicle Status Hired, Owned, Sold	Included on <input type="checkbox"/> Application <input type="checkbox"/> Policy Change Request	
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I certify that the information contained in this form and supplement (if applicable) is true and accurate to the best of my knowledge.

\_\_\_\_\_  
Producer Signature

\_\_\_\_\_  
Producer Name (print)

\_\_\_\_\_  
Date

**COMMERCIAL AUTOMOBILE INSURANCE PROCEDURE (CAIP)  
INSPECTED UNITS FORM SUPPLEMENT**

Vehicle No.	Vehicle Identification No.	Vehicle Status Hired, Owned, Sold	Included on <input type="checkbox"/> Application <input type="checkbox"/> Policy Change Request
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## **COMMERCIAL AUTOMOBILE INSURANCE PROCEDURE (CAIP) INSPECTED UNITS FORM**

Plan rules require that a completed signed CAIP Inspected Units Form (AIP 3504) be submitted when a Federal Highway Administration (FHWA) or Federal Motor Carrier Safety Administration (FMCSA) filing or endorsement is requested. Federal Motor Carrier Safety Administration endorsements include those required by the Motor Carrier Act of 1980 or Bus Regulatory Act of 1982 (Motor Carrier Endorsement MCS 90 or 90B). The completed form must be submitted with the CAIP commercial application or policy change request.

### **Instructions:**

To complete this form, you must review the applicant's/insured's inspected unit information that is available through the Federal Motor Carrier Safety Administration. To obtain this information you must login to <http://safer.fmcsa.dot.gov> and key in the applicant's/insured's US DOT or MC number. The list of all inspected units must be reviewed with the applicant/insured. All owned units should be scheduled on the policy. All cost of hire and/or nonowned units should be included in the appropriate coverage premium calculation. If there are inspected units that were recently sold, or that are no longer in the applicant's/insured's possession, a properly endorsed bill of sale or lease or rental termination document must be provided with the application or policy change request.

The following information should be provided:

Vehicle No: To list inspected unit information for additional vehicles, complete a CAIP Supplemental Inspected Units Form (AIP 3504 (9/19)).

Vehicle Identification Number: Insert VIN number for each vehicle.

Vehicle Status Column: Insert whether vehicle is Hired, Owned, or Sold.

Included on Application or Policy Change Request Column: Check either Application or Policy Change Request. Indicate "Yes" or "No" whether included. If "No," indicate Bill of Sale (BOS), lease termination document (LTD), or rental termination document (RTD) is included. For any vehicles requiring cost of hire coverage, insert COH and the amount.

### **Producer Signature**

The completed form must be signed and dated by the producer.