



## Hubbard County Highway Department Oversized Loads – Annual Permit Permit Application Procedures

This tutorial has been created to guide you through the Movement of Oversized Load Permit application process.

If you have any questions, please call us at: (218) 732-3302 or email at: [jeff.adolphson@co.hubbard.mn.us](mailto:jeff.adolphson@co.hubbard.mn.us)

**Annual Oversized Load Permit** – A fee of \$100.00 is required with application.  
(Valid from date of approval until 12/31 of the same year.)

Log on at: <https://onegov.co.hubbard.mn.us/>

(Sign up for a user profile in the upper right corner if you don't already have one.)

Under **Oversize/Moving – Annual Permit** click the blue link **Start New** to begin a new application:

**Oversize/Moving** Hide

Go to: [Dashboard / List of Applications](#)

- **Annual Overwidth (per vehicle)**  
[Start New](#)
- **Single Use (per vehicle)**  
[Start New](#)
- **Mobile/Modular Home**  
[Start New](#)

1. **Applicant** – Fill in fields as requested then click **Next** at top or bottom of page.

**\*NAME** = name of the **MOVING COMPANY\***

**Annual Overwidth (per vehicle)**

**1. Applicant** Next >

\* Applicant:

Options:

Name:

Phone: ( ) -

Email Address:

Mailing Address:

Address Line 1:

Address Line 2:

City: State: Zip Code:

Fax: ( ) -

\* Insurance Company:

\* Insurance Policy Number:

\* Amount Insured:

Next >



## Hubbard County Highway Department Oversized Loads – Annual Permit Permit Application Procedures

2. **Vehicle** – Fill in the fields as required then click **Next** at the top or bottom of page.

**Annual Overwidth (per vehicle)**

1. Applicant

2. **Vehicle**

3. Trailers

4. Terms and Conditions

5. Invoice

6. Review

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Author

\* USDOT Number:

\* Vehicle License:

\* Vehicle Type:

\* Vehicle Year:

\* Vehicle Make:

\* Vehicle Model:

\* VIN:

\* Empty Weight:  Pounds

\* Regulation Weight:  Pounds

< Previous
Next >

3. **Trailers** – Fill in the fields as required then click **Next** at the top or bottom of page.

**Annual Overwidth (per vehicle)**

1. Applicant

2. Vehicle

3. **Trailers**

4. Terms and Conditions

5. Invoice

6. Review

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Next >

\* Trailer Description:

\* Trailer License:

\* Trailer State:

Trailer Serial Number:

Trailer Make:

Trailer Model:

Trailer Type:

Empty Weight:  Pounds

Regulation Weight:  Pounds

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Next >

4. **Terms & Conditions** – Read Oversize Move Terms and Conditions then check the box that you have read and agree to these terms and conditions. Click **Next** at the top or bottom of page.

**Annual Overwidth (per vehicle)**

1. Applicant

2. Vehicle

3. Trailers

4. **Terms and Conditions**

5. Invoice

6. Review

< Previous
Next >
Author: Olson, Renae <renae.olson@co.hubbard.mn.us> Switch Delete Print

I have read and agree to these Terms and Conditions.

**General Terms & Conditions**

1. No movement at night, on weekends, or holidays without specific permission
2. Permittee must notify the Hubbard County Sheriff's Office (Phone: 218-732-3331) and the Hubbard County Highway Department of any Dat or Route change after this permit is issued.
3. The Applicant is responsible for their designated route, any obstacles, including overhead utility lines, overhanging trees, narrow bridges, sharp corners, etc., and contacting utility companies and property owners impacted by their oversized load movement.
4. This permit is for roads and highways under the jurisdiction of the Hubbard County Highway Department only, which include Hubbard County Roads and Hubbard County State Aid Highways. State, Township, and Local roads may require separate permits.
5. Hubbard County is not responsible for verifying the vehicle or combination vehicle registration, licensed weight, insurance coverage, and vehicle operation condition, nor the vehicle operator's license or any other vehicle related criteria required by law, ordinance, or regulation. RE: Minnesota State Statute 160.26, 169.80, 169.801, 169.82 (2019).
6. Hubbard County is not responsible for verifying the vehicle or combination vehicle axle and gross weights or the overall length, width and height of the vehicle or combination vehicle and object or material hauled included in this permit.
7. The Applicant is responsible for the adequacy and condition of their vehicle and any equipment required to load, secure, haul or tow any object or material, including all operations required to perform the oversized load movement included in this permit.
8. The Applicant will defend and hold harmless Hubbard County and its agents or employees in any traffic violation, civil, or criminal action resulting from the movement of oversized loads authorized by this permit.
9. By certifying that all information is correct on this permit application, the Applicant accepts all responsibility for any damage or personal injury caused by this movement for any reason. If granted this permit, the Applicant agrees to comply with Hubbard County's aforementioned rules, the General Provisions listed below, and all other rules and regulations governing the movement of oversized loads and buildings.

**General Provisions**

1. A copy of an approved Hubbard County Oversize Moving Permit, including these General Provisions, must be carried in the vehicle during transport of an Oversize (OS) load/vehicle and made available to law enforcement or a Hubbard County official when requested. An electronic copy of the approved Hubbard County OS Moving Permit, including these General Provisions, may reside on a portable electronic device (e.g. laptop, tablet, smartphone) as long as the device provides a complete and legible copy of the documents.



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5. **Invoice** – Choose a payment option from the drop-down menu. Click **Next**.

		Annual Overwidth (per vehicle)		Author
1. Applicant	< Previous		Next >	
2. Vehicle	Mode: Automatic ⓘ Manual ⓘ			
3. Trailers	Apply	Charge	Cost	Quantity
4. Terms and Conditions	👉	Flat Fee	\$ 100	
5. Invoice	Grand Total			
6. Review	Payment			
	Expected Payment Method: <input type="text"/>			
	<input type="button" value="Set Method"/> <input type="button" value="Create Payment"/>			
	< Previous		Next >	

- If you wish to review your data, click **View the Application**. When ready to submit your application click **Finish**. This submits your application for review, and you will be notified by email and be able to click a link to view your application.
- If you choose to pay by check, make it payable to Hubbard County Highway Department and mail to: 101 Crocus Hill Street E, Park Rapids, MN 56470. Include a note that your check is for an Oversize Moving Permit.
- If you choose to pay online, you will start the online payment process when you click **Finish**.