



## DEPARTMENT OF PUBLIC WORKS

OFFICE OF THE DIRECTOR

210 WEST ALDER  
RITZVILLE, WASHINGTON 99169  
(509) 659-3276

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# INSTRUCTIONS FOR OBTAINING AN OVERSIZE TRAVEL PERMIT

We require the following items in order to prepare a moving permit for county roadways.

1. A detailed turn-by-turn route with beginning and ending addresses within Adams County.
2. The maximum width and height.
3. The combined gross and legal weight of the hauling vehicle and the load.
4. The license plate number or VIN number of the power unit and trailing unit(s) as well as number of axles for power unit and trailing unit(s).
5. Sketch of vehicle, including axle spacings (feet) and actual load per axle (pounds).
6. Completed Moving Permit Application (next page).

**The permit may take up to 24 hours; please plan accordingly and submit your information in a timely manner.**

Permits submitted on Thursday or Friday, April-October, may require additional time.

Please email information to:  
[publicworks@co.adams.wa.us](mailto:publicworks@co.adams.wa.us)

Adams County Public Works  
 210 W. Alder Ave  
 Ritzville WA 99169  
 509-659-3276  
 publicworks@co.adams.wa.us



## Oversize/Overweight Vehicle Single Trip Permit Application

**Permits require up to 24 hours processing time during regular workweek hours.  
 Same day service not guaranteed.**

Company Name			Contact Name		Permit # Office Use
Street Address			Phone (with Area Code)		Permit Start Date
City	State	Zip Code	Fax (with Area Code)		Permit End Date
E-Mail Address					

Unit License Plate Number	VIN Number (Complete)	On What County Roads		
Make	Year	Base State	Unit #	

<b>DETAILED LOAD DESCRIPTION</b>				<input type="checkbox"/> Tractor/Trailer (Connected by 5th Wheel) <input type="checkbox"/> Truck/Trailer (Connected by Hitch) <input type="checkbox"/> Single Vehicle	
Origin address:			Destination address:		

Power Unit # of Axles	Trailing Unit & of Axles	Combined Weight	Licensed Weight	Axle Spacing Report #	
Width	Height	Total Overall Length	Load Length or Trailer Length (Whichever is longer)		Rear O/H

**Overweight Only:** Axle spacings are required if no axle spacing report number is provided. Give axle spacing measured from center of axle to center of axle in feet and inches and number of tires per axle. \*Required if your load is over weight or your route takes you over a restricted bridge\*

Tires per axle:

Spacing:

Axle Weights:

Tire Size on Steer Axle	Lift Axle? <input type="checkbox"/> Yes <input type="checkbox"/> No	Which Axle?	Tire Size?	<input type="checkbox"/> Single <input type="checkbox"/> Dual	Self Steering? <input type="checkbox"/> Yes <input type="checkbox"/> No
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**Routes of Travel** (Please draw a map or list turn by turn directions in the box below).

Signature	Date
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