**INITIAL TARIFF INSTRUCTIONS**

The list of all charges or fares, called a Tariff, applies to most Passenger and HHG services under Public Utility Commission Authority. The specific provisions of Public Utility Law found relating to Tariffs can be found in the PA Code Title 52 Chapter 23, ( <http://www.pacodeandbulletin.gov> )

A Tariff must be submitted and approved by the Pennsylvania Public Utility Commission before Certification for the following Motor Carrier Authorities:

Airport Transfer, Call or Demand (Taxi), Group and Party 11-15 Passengers, Household Goods Carriers, Limousine, Paratransit, Scheduled Route and TNC (Transportation Network Company).

Contract Carriers of Persons (including contracting paratransits) will submit a letter of intent with their application. Once approval is given, a contract will need submitted which will include a list of charges. No separate tariff needs to be filed.

**Property carriers and GP16+ passenger carriers will not submit a tariff to the Commission.**

Applications for each of these authorities can be found at Motor Carrier Online Forms.

Authority Specific Instructions and Templates for Tariff Composition have also been provided on this page. The instructions and templates provide the most current guidance for new carriers.

The templates conform with the formatting requirements of the PA Code Title 52 Chapter 23. To be made official, the submitted Tariff must be accepted by the Compliance Office and approved by the Secretary’s Bureau.

Tariff Questions and Tariff Drafts for Approval may be submitted by email directly to the Motor Carrier Passenger and Household Goods Carrier Tariff Department via this link: [RA-PCTARIFFFILING@pa.gov](mailto:RA-PCTARIFFFILING@pa.gov)

Tariffs should NOT be E-Filed unless already accepted and stamped by the TUS Compliance Office.

Alternately, Tariffs may be mailed to the Commission, but responses will experience significant delays:

Pennsylvania Public Utility Commission

Bureau of Technical Utility Services

Motor Carrier Compliance Office, 3rd Floor

400 North Street

Harrisburg, PA 17120