

**FOR OFFICIAL USE ONLY (FOUO)**  
**Hours of Service Waiver Application**

To: Department of Agriculture EPLO via PFMA Liaison

Contact: Annette Knapp at email (preferable) [aknapp@pfma.net](mailto:aknapp@pfma.net) or PFMA fax: 717-760-5953.

Please be advised that our company, a carrier of \_\_\_\_\_ is experiencing severe difficulties meeting demand for \_\_\_\_\_ while simultaneously complying with the Hours of Service Regulations contained in 49 CFR 395.

**The following CHECKED conditions are causing difficulties with HOS regulation compliance:**  
**(Check ONE or MORE that apply).**

- Recent storm patterns and road conditions prolong trip times and impede travel to and from supply and delivery points.
- Above average demand for \_\_\_\_\_ is placing substantial pressure on our supplies and the driver hours necessary to accommodate this demand.
- Supply disruptions at the manufacturer or wholesale level are forcing us to travel to alternative points of supply for product.  
Increased distances are increasing driver hours to maximum allowed levels.
- The emergency has caused shortages of drivers and has had a cascading impact on HOS compliance.
- We have engaged additional contract carriers, but are not able to secure a level sufficient to meet our supply logistics.
- We have attempted and are unable to secure additional contract carriers to address our supply and delivery needs.
- We have been unsuccessful obtaining temporary stock to meet our demand.
- We've attempted & have been unsuccessful in obtaining temporary qualified drivers to meet our peak demand or shortage.
- The current situation leaves us in a position where we have to cease deliveries upon reaching the HOS threshold, thereby exposing our customers to disruptions in the supply of necessary product. An HOS waiver declaration is prudent to prevent interruptions in the flow of critical \_\_\_\_\_ during this period of peak supply and demand dislocations.  
The delivery of product to approximately \_\_\_\_\_ locations in the Commonwealth of Pennsylvania will be impacted.

The following contiguous states that we operate in have issued an HOS waiver for this event \_\_\_\_\_  
\_\_\_\_\_ Number of Days HOS Waiver was Issued For? \_\_\_\_\_

We request that a granted waiver be in effect for \_\_\_\_\_ days starting on \_\_\_\_\_ and ending on \_\_\_\_\_.  
*(Historically, a 5-day HOS waiver has been granted for food delivery operations.)*

Comments & specific notations for consideration \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Signed: \_\_\_\_\_ (Authorized Company Representative)

Print Name: \_\_\_\_\_ Title: \_\_\_\_\_

Company: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Email: \_\_\_\_\_

Please contact me to discuss our specific situation because additional information is necessary.

Additional page of comments included.