

BEGINNING
JULY 1, 2026



ARDOT IS GOING PAPERLESS

FILL OUT YOUR
IMPORT/EXPORT LOAD PERMIT

ONLINE!



■ STEP 01

Drivers will log in, create a new form, and enter the permit information. A copy of the bill of lading will be uploaded.

■ STEP 02

Drivers review and submit permit information.

■ STEP 03

A permit number is automatically issued, and drivers will write the number on the bill of lading. **It's that easy!**

■ NOTE 01

A copy of the permit is automatically emailed to the account holder.

■ NOTE 02

OPTIONAL:

Drivers can edit a permit to correct items like gallons or delivery locations.

■ NOTE 03

Homepage reflects completed permits in the left tab.



BEST PRACTICES

Initial account set-up is based on company organization and size. Here are two options for account set-up:

- Each individual driver has their own account and can send a copy of each permit to their management's email. Management will receive a copy of the permit sent to their email but cannot view online permit history.
- Management sets up an account with a shared email for a small group(s) and can view online permit history. Shared email also has permits in inbox.



IMPORTANT CHANGES

- Paper permits allowed for multiple bills of lading per permit number if it was all part of the same trip **but online permits** will have a permit number for **EACH** bill of lading even if part of the same trip.
- Permit numbers are written down on the corresponding bill of lading and the emailed copy of the permit is retained electronically.
- Arkansas Highway Police will have access to the permit database for enforcement stops.

NEED HELP? CALL US!

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