



**DEDICATED COMMUTER LANE ENROLLMENT CENTER
INITIAL APPLICATION
INFORMATION SHEET**

Welcome to the Dedicated Commuter Lane Program. The following information is provided to assist you in the application process.

The DCL Enrollment Center is located at the:
Ysleta Port of Entry
797 S Zaragoza Rd., Building A
El Paso, Texas 79907

Operating hours are from 8:00 a.m. to 4:00 p.m. Monday through Friday. The DCL enrollment application forms may be obtained at the Enrollment Center.

Application for the DCL Program is a two-step process. After obtaining the DCL Survey Sheet and Application Form, the applicant must schedule an initial appointment at the Enrollment Center by telephone or in person.

STEP 1: Submission of the DCL Survey Sheet and the Form 1-823 and I-823B to the DCL Enrollment Center during the initial appointment. Both forms must be completed prior to the applicant's arrival at the Enrollment Center. The applicant must also provide originals of the following documents at that time:

1. Evidence of Citizenship - Birth Certificate, U S Passport, or Naturalization Certificate.
2. Valid Passport/Visa or other entry document, if applicable.
3. Evidence of Lawful Permanent Residence in the U.S., if applicable.
4. Valid Driver's License issued by the state in which you reside.
5. Current Vehicle Registration (not vehicle title) and Evidence of U S Automobile insurance - if the vehicle is not registered in the name of the applicant, a notarized letter authorizing its use by the applicant is needed. Vehicles registered in Mexico must be covered by an insurance policy written by a company authorized to write motor vehicle liability insurance in Texas.
6. Evidence of Employment or Financial Support - most recent year's tax return, most recent pay receipts, or Direct Deposit Salary Statement. Self-

employed applicants must present business license and current tax information.

7. Evidence of Residence - mortgage or rent payment receipts and utility bills.

A non-refundable \$25 application fee and a \$24 fingerprint fee are required in the initial interview. Upon completion of the interview, the applicant's fingerprints are taken, copies of all documents made, and an applicant file is created.

STEP 2: The applicant will be contacted at a later date for a final *appointment, during which the vehicle will be inspected and a transponder issued* for the registered vehicle. All vehicles must conform to the required maximum wheel base length of 142 inches and maximum height of 75 inches. A final system costs fee of \$80 will be due on the second interview. Upon successful completion of the application process and the vehicle inspection, each application will be enrolled in the DCL system and issued a DCL Port-Pass – Each applicant must be physically present at the Enrollment Center for the application to be processed. Although minor applicants under the age of 14 will not be finger-printed, their presence is required for the enrollment process. Should there be situations in which minor children under the age of 18 will be enrolled as participants without their parents/legal guardians, the parent or legal guardian must accompany the minor applicant during all steps of the application process. The total length of time that is required to process an application is 4-6 weeks

REQUIRED FEES

Application Fee: \$25/person (or a maximum of \$50 total for a husband, wife, and minor children).

Fingerprint Fee: \$24 (persons over 18 yrs of age)

System Costs Fee: \$80/person (or a maximum of \$160 total for a husband, wife, and minor children)

Total Fee: \$129/person

* Approved DCL participant may register more than one vehicle for use in the DCL (maximum of #).

* Approved DCL participant may be registered in more than one vehicle (maximum of 8 persons per vehicle) Additional fee of \$42 will be assessed per person for every additional vehicle.

* Fee for the replacement of a Port Pass is \$25 per card.

* Fee for replacement lost or stolen transponder is \$42.00.

* Renewal fee is \$# per person per year (Fingerprints will not be taken on renewals except on certain circumstances).

Payment of fees may be made in U.S. currency or money orders, purchased from an approved U S business or financial institution in the United States Money orders must be made payable to "U S INS" in the exact amount.

Should you have further questions concerns or wish to schedule an initial appointment, please contact the DCL Enrollment Center at (915) 872-3472.

APPOINTMENT DATE _____ APPOINTMENT TIME _____