



Wide Load Permit-Emailing Process

1. Email a completed City of Vista Wide Load Permit form to: mhodge@cityofvista.com, rbrenzel@cityofvista.com, and josorio@cityofvista.com.
 - a. State directions of travel (north, east, south, west) on Highway 78 and City roadways.
 - b. Please include a contact name, phone number and email address for clarification.
2. Email a copy of the completed check, made out to the City of Vista, for the correct permit fee amount.
 - a. \$16 fee for one trip permit or \$73 fee for an annual permit.
 - b. Mail or deliver the check to:
City of Vista
Engineering Division
200 Civic Center Drive
Vista, CA 92084-6275
Attn: Maia Hodge
 - c. If the permit fee is not received within five business days of the permit approval, you will forfeit your ability to pull any future permits by email or fax.
3. Email a Certificate of General Liability Insurance with limits no less than one million dollars with the City of Vista listed as certificate holder and additional insured to mhodge@cityofvista.com, rbrenzel@cityofvista.com, and josorio@cityofvista.com.

Please note: Additional Insured Endorsement must be included with Certificate of Insurance as a second page.
4. When the above process is complete, a preliminary permit will be emailed to you.
5. Once payment is processed, a final permit including receipt will be emailed to you.

