



FREIGHT BROKER 101 TRAINING FOR BEGINNERS eBook Contents

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EXODUS LOGISTICS LLC
DISPATCHING AND TRAINING

Freight Broker 101 Training for Beginners - Introduction

Welcome to Exodus Dispatching and Training's Freight Broker 101 Training for Beginners. The purpose of this entry-level type of Freight Broker 101 Training for Beginners is to provide those interested parties with helpful information and beginner-level training as to how to become a freight broker. In addition to this ebook, live online operational training will be conducted weekly (if you enroll in the Freight Broker 101 Training platform) to help decipher and break down even further the concepts of what it is to be a broker. In addition, approved members will be given access to our website's back office area to access more resources and view recorded videos at your leisure. There is also a Facebook group, [Freight Broker 101](#), which is a private members-only group in which we share ideas and concepts on what it is to be a good freight broker. Welcome aboard and enjoy the ride!

The goal of this Freight Broker 101 Training for Beginners is to give you the information needed and to point you in the right direction. **It is ultimately up to the individual (you) to apply what you learn when starting your own businesses in order to grow and succeed.** Best wishes to all who have joined this training and thank you.



Pre-Requisites to Freight Brokering

Prior to applying to become a freight broker, as well as the information that is asked of you while filling out the **OP-1 form** on the FMCSA website, you first would need to be established as a business. The OP-1 form, which will be covered later, is the form you fill out to obtain your **AUTHORITY**, whether broker or motor carrier authority.

What are some of the things needed to start a business prior to applying for **AUTHORITY**?

A. BUSINESS PLAN

A business plan is a blueprint or outline of how your company may or will run. The following are some components of your business plan:

1. **Executive Summary** – is an overview of your business plan and is usually placed last on the business plan. It includes:
 - a. Business name and location.
 - b. Business products and/or services offered.
 - c. Mission and vision statements.
 - d. Whatever the specific purpose of this plan may be, like for example, to get investors.

2. **Company Description** – is an overview of your business telling who you are, how you operate and what your goals are. It includes:
 - a. Legal structure of the business (corporation, sole proprietor, etc.).
 - b. Brief history, the nature of your business, and the needs or demands you plan to supply.
 - c. Your products/services overview, as well as customers and suppliers.
 - d. Company growth, both financial and market points.
 - e. Short- and long-term goals, and how are you going to profit.

3. **Product/Services** – describe products or services you are selling, concentrating on customer benefits. This includes:
 - a. Detail descriptions of products/services.
 - b. An explanation of the market role of what you are offering and what advantages you have over competitors.
 - c. Your product/service lifecycle.
 - d. Any important copyright, patent or trademark information.
 - e. Research and develop things that may lead to new products/services.

 4. **Market Analysis** – display your industry expertise and present conclusions based on thorough market research. This includes:
 - a. An illustration of targeted customer segments, including the size and demographics of each group.
 - b. An industry description and forecast with statistics.
 - c. Current, projected and historical information marketing data for your product/service.
 - d. Evaluation of your competitors, focusing on strengths and weaknesses.

 5. **Strategy and Implementation** – what are your sales and marketing strategies, and how will they be implemented with your operating plan. This includes:
 - a. How will you promote your freight broker business to customers and enter the market.
 - b. Cost details, pricing, distribution, logistics, and promotions.
 - c. How your freight broker company will function (either work from home OR brick-n-mortar) including the cycle of operations (from acquisition of supplies to production/services to delivery of services).
 - d. Sources of labor and employees, if any.
 - e. Information on operating hours and facilities.

 6. **Organization and Management Team** – what will be your freight broker company’s organizational structure? Identify the management team. This includes:
 - a. Organizational chart with details of departments and key employees.
 - b. Details about owners, listing names, percentage of ownership, extent of involvement within the company and biography of their skills and background.
 - c. Profiles of your freight broker company’s management team, including names, positions, main duties and responsibilities, and experience.
 - d. Any advisory people, such as accountants or attorneys.

 7. **Projections and Financial Plan** – may need to consult an accountant on this after completion of market analysis and goals. Important information includes:
 - a. Historical financial data, if you currently have a business. Income statement, balance sheet and cash flow statement for 3-5 years.
 - b. Prospective realistic financial information like forecasted income statements, balance sheets, cash flow statements and a budget for the next 5 years.
 - c. Financial data brief analysis on all financial statements.
- B. **EIN – Employee Identification Number**. This process is done by going to the www.irs.gov website and applying/registering for an EIN for your business name.

- C. **BUSINESS NAME** – have your business name registered with the state and pay your fees (usually a couple of hundred dollars). Register a business name within your home state or local municipality. Select a unique name and check to make sure that the name is not already used by someone else.
- D. **LEGAL BUSINESS FORMATION/STRUCTURE** – what type of business structure will your freight broker company be? The choices may include:
1. **Sole Proprietor** – An individual who owns and operates a business normally in his or her legal name and in which there is no legal distinction between the owner and the business. In some jurisdictions the proprietor can use a trade name or business name other than his or her legal name, but the individual is also required to file a '**doing business as (dba)**' statement with local authorities. Every asset of the business is owned by the proprietor and all debts of the business are his or hers as well. Too much personal liability.
 2. **Partnership** – A voluntary contract between two or more competent persons to place their money, effects, labor, and skill, or some or all of them, in lawful commerce or business, with the understanding that there shall be a proportional sharing of the profits and losses between them. Few people involved and not expected huge growth.
 3. **LLC (Limited Liability Corporation)** – A business structure type that combines corporation limited personal liability with partnership or sole proprietorship single taxation. Each shareholder files his or her own separate tax return. Profits and tax benefits are split any way the stockholder and shareholder entities choose. Small to medium-sized businesses. If you don't anticipate several owners or selling parts of the company in the future. It mitigates legal obligation of owners and keeps it on the business side.
 4. **Limited Liability Partnership (LLP)** - A partnership in which some or all partners (depending on the jurisdiction) have limited liability. In an LLP, no partner is responsible or liable (directly or indirectly) for an obligation of the partnership due to another partner's misconduct or negligence, thus shielding innocent members of these partnerships from liability.
 5. **Corporation** - An artificial person or legal entity created by or under the authority of the laws of a state or nation, composed, in some rare instances, of a single person and his successors, but ordinarily consisting of an association of numerous individuals, which is regarded in law as having a personality and existence distinct from that of its several members. Corporations may own assets, and incur liabilities that do not pass to its shareholders personally.
 6. **C Corporation** – allows you to issue shares in your company. Shareholders are not liable.
 7. **S Corporation** – more restrictions on the number of shareholders (100), but also favorable tax treatment.
- E. **OPEN A BANK ACCOUNT** – you need legal business documentation prior to opening up a business bank account. You need an **EIN** number from www.irs.gov **IRS** website and your **articles of incorporation** papers, from the Secretary of your State of Residence.

F. PROTECT AN INTANGIBLE ASSET

1. **Copyrights** – protection offered to authors of original content. Writings and recordings are a good example. Content on a website is another.
2. **Trademarks** – a word, name, or symbol that distinguishes your product or service. Logos are a good example.
3. **Patents** – granting of property rights on an invention.

G. **TAXES** – research what types of taxes you are responsible for. Calendar the due dates of your taxes to give yourself enough time to prepare. Understand the forms needed and whether it can be done online. Adequately budget for paying your taxes. Remember, revenue and profits are the driving forces for taxes. Also, mitigate (or reduce your taxes) and NOT avoid them. **DISCLAIMER: Always seek an accountant and/or legal counsel!** The types of taxes include:

- Federal income tax
- State income tax
- Franchise board
- Sales and Use taxes
- Payroll taxes
- City taxes
- County taxes

H. **LEGAL SERVICES** – always seek legal advice when forming a business. Some choices could be **Rocket Lawyer** (<https://www.rocketlawyer.com/>) or **Legal Zoom** (<https://www.legalzoom.com/>). These two can assist you with drafting contracts and agreements, as well as helping you decide the type of company or corporation to formulate.



What is a **Freight Broker** and their role/responsibilities?

A **Freight Broker** is a middle man/intermediary between those who have products or freight (**shippers**) and those who transport them (**carriers**). It takes drive, initiative and strategy. Brokers are a core link within one of the most vital industries in the US economy: [Transportation and Shipping/Receiving](#).

How to Succeed as a Freight Broker

So, how can you know if you're good enough for the job? Being a skillful broker begins with having great people/analytical skills. It's good to make trusting and productive relationships with all of your clients, as well as to have an attention for detail in finding the most efficient connections between shippers and carriers. It's this combination of skills that leads to successful freight brokering.

Also, remember these three (3) points that may be helpful to you when you are just starting out as a freight broker:

1. **Niche** – find a specific niche or type of manufacturer or product that a shipper specializes within and focus on that. Do not be everywhere and all over the place. You want to become skilled in just a few specific areas of the shipping industry. That way, you will begin to master those areas and build up your customer base more efficiently.
2. **Leads** – shipper leads are all over the place, starting with online searches. Begin to look to them and call inquiring about how you can assist them in moving their freight for them.
3. **Association/Membership Meetings** – there are plenty of shipper/manufacturer associations that have meetings quarterly, monthly, etc. Attend those meetings, introduce yourself, and shake hands with them explaining who you are and what service you can provide for them and their capacity. Know your role before going to these meetings.

It's also becoming common for owner operators to become freight brokers as well. This allows them to broker their truck and excess freight to other carriers as an additional source of income and added flexibility. They also have the advantage of already being in the industry and having many shipping connections.

Freight Broker Role/Responsibilities/Daily Duties

Some of the main duties and responsibilities of a freight broker revolve around cold calling shippers and getting them under contract. Shippers are the ones who sell the loads/freight either directly to a carrier or use a freight broker to help them move their loads.

*Say, for example, a shipper has a **target rate** on a load of **\$5000** (this amount is the most that the shipper is willing to pay). The freight broker wins the bid for the load. The freight broker takes their markup price off the top of the load (say 15% or \$750) and then re-sells the load to the carrier for **\$4250** (\$5000 - \$750). This is one way of how the process works.*

Also, maintaining a steady daily workflow of freight brokering, including posting loads (on load boards), setting up carriers under your brokerage (through carrier packets, approval through compliance, and rate confirmations), and finally booking loads and invoicing.

Learning the **4 R's** to freight brokering can be helpful to your success:

1. **Research** – this is where you as a freight broker will research shipping and manufacturing companies in an effort to contract with them for their loads. This can be done through cold calls, emails, and/or on-site visits.
2. **Reach out** – to those prospective shippers and/or manufacturers through the communication channels that are most effective for you, i.e., cold calls, email, visits.
3. **Relationship** – work to build relationships with anyone in the companies. It usually starts with the “gate keeper” (or the person you first come in contact with when you first call), then the shipper or logistics manager. Better relationships will begin to grow as you broker more loads for the shipper/manufacturer.
4. **Return** – after assisting shippers under contract move their freight in a professional manner, the probability of return business increases favorably.

Freight Broker sample workflow

6 a.m. to 8 a.m. – check your emails, update your loads from load boards or even make changes; begin calling east coast time zone shipping/manufacturing prospects.

8 a.m. to 9 a.m. – update loads, check all posted freight, and continue calling east coast time zone shipping/manufacturing prospects.

9 a.m. to 11 a.m. – post, check, and update loads; begin calling central time zone shipping/manufacturing prospects.

11 a.m. to noon - post, check, and update loads; begin calling west coast time zone shipping/manufacturing prospects.

Noon to 1 p.m. – LUNCH

1 p.m. – 2 p.m. - post, check, and update loads; finish calling west coast time zone shipping/manufacturing prospects.

2 p.m. – begin prospecting shippers/manufacturers and making your call contact sheet for the next day (50 to 100 calls).

5 p.m. – END OF YOUR WORK. Be sure your work area is prepared for the next day (clean, organized, etc.).

As you build up your shipper customer base, your work schedule may be cut in half (say 6 a.m. to noon or 1 p.m.), because you have enough loads to move for the day.

Working Capital

Usually, freight brokers obtain working capital in one of 3 ways:

1. **Obtaining a line of credit from a bank** – getting a line of credit from a bank may be the easiest of the 3 depending on your credit history and score. If you are new, though, this can affect you because now you need collateral. Also, a line of credit may not be the **best** option because of the interest rates (as high as **17%, ouch!**), depending on your score.
2. **Factoring companies (receivables financing)** – **account payables is what you owe to someone; account receivables is what is owed to you.** Factoring may be a good option for you. Factoring is when an invoice, B.O.L. (Bill of Lading) is sold to a financial institution. A percentage of the invoice is paid to the financial institution for a fee. A downside to factoring is that most factoring companies for freight brokers have what is called a “**reserve**”. This is a small percentage of the invoice in which the factoring company holds until they receive payment from your customer (the shipper) for that invoice. After they have received it, they will release it.
3. **Savings** – is the best and most absolute cost efficient way to finance your business. If you are able to save approximately 6 months to even a year of expenses, you can use that to pay carriers as well as other expenses, setting yourself up to make the most amount of income. Put the money back into your pocket.

Freight Brokers are also the ones with whom the legal compliance (**FMCSA and IRS**) and financial responsibilities (**authority, bond/trust, processing agent and insurance**) lay. They are responsible and liable for maintaining the broker authority, BOC-3 processing agent expenses, broker bond responsibilities (whether it is BMC-84, Surety Bond or BMC-85, Trust Fund), as well as Insurance (General Liability and Contingent Cargo).

Freight Agent Role/Responsibilities/Daily Duties

The role, responsibilities and daily duties of the freight broker agent is simple and similar to that of the freight broker. Agents generate customers (shippers), solve their freight needs by moving their loads, making sure everything is smooth and timely. Different types of paperwork, such as simple contracts between the shipper and brokerage and the broker/carrier agreement are the responsibility of the freight agent. Checking safety records of carriers and credit ratings of shippers is also a duty of freight agents. Billing payables and receivables is also a function that freight agents take on. Freight agents follow the 4 R's. Freight agents do not have legal compliance (**FMCSA and IRS**) or financial responsibilities (**authority, bond/trust, processing agent and insurance**). These legal and financial obligations fall upon the freight broker.



Basic requirements to becoming a **FREIGHT BROKER**

So now that you have received your EIN from the IRS, registered your freight broker business name, and have established a legal structure for the freight broker business (sole proprietor, partnership, or LLC), now it is time to officially become a freight broker. What are the requirements or steps involved in becoming a freight broker?

The FMCSA monitors and ensures compliance with motor carrier safety (all carriers) and **commercial** (for-hire, non-exempt carriers) regulations. Companies may find they are subject to registration requirements for both safety (safety registration) and **commercial regulation (operating authority registration)**. Companies subject to the safety requirements are also required to obtain a USDOT Number.

The FMCSA registration process requires that companies define the type of Motor Carrier, Broker, Intermodal Equipment Provider (IEP), Cargo Tank Facility, Shipper and/or Freight Forwarder business operation they plan to establish.

1. What are the steps in the **FMCSA Registration Process**?

- a. Determine **FMCSA registration needs/requirements**. Are you new to registration or updating?
 - **USDOT** and/or Hazardous Material (HM) Safety Permit Registration. Do I need a **USDOT** as a **freight broker**? Go to <https://www.fmcsa.dot.gov/registration/do-i-need-usdot-number-1> to find out. Once it is determined that you need a USDOT as a freight broker, you will be taken to the **URS (Unified Registration System)** section of the FMCSA website at <https://portal.fmcsa.dot.gov/UrsRegistrationWizard/> to continue.
 - Get **AUTHORITY** to operate - In general, companies that do the following are required to have interstate Operating Authority (MC number) in addition to a DOT number:
 - Transport passengers in interstate commerce (for a fee or other compensation, whether direct or indirect)
 - Transport federally-regulated commodities **owned by others or arranging for their transport** - Brokering, (for a fee or other compensation, in interstate commerce)

FMCSA operating authority is often identified as an "**MC**," "**FF**," or "**MX**" number, depending on the type of authority that is granted. **MC is a Motor Carrier operating in US and Canada; FF is a Freight Forwarder; and MX is a Motor**

Carrier operating in Mexico. Unlike the USDOT Number application process, a company may need to obtain multiple operating authorities to support its planned business operations. Operating Authority dictates the type of operation a company may run and the cargo it may carry.

- b. **Already have a USDOT or AUTHORITY?** Then go here: https://li-public.fmcsa.dot.gov/LIVIEW/PKG_REGISTRATION.prc_option to register.
- c. Determine **state notification/registration requirements** at <https://www.usa.gov/state-tribal-governments> .
- d. **Begin New Entrant Safety Assurance Program.** New Entrant Safety Assurance Programs affect U.S. and Canada-based motor carriers. New Entrant is a motor carrier not domiciled in Mexico that applies for a U.S. Department of Transportation (DOT) identification number, in order to initiate operations in interstate commerce. Go to <https://www.fmcsa.dot.gov/safety/new-entrant-safety-assurance-program> for details.
- e. **Maintain or Update USDOT number and Operating Authority information.** Any time a carrier or other regulated entity changes its name or address, or other details in their record, they should update their US DOT and operating authority record with FMCSA in a timely manner. In addition, FMCSA requires all entities under its jurisdiction to update their information every two years (Biennial). Go to <https://www.fmcsa.dot.gov/registration/updating-your-registration> for details.

Apply for **AUTHORITY** from the **FMCSA** website at <https://www.fmcsa.dot.gov/registration/get-mc-number-authority-operate> .

This involves applying through the 1. **URS – Unified Registration System** - for new applicants **or** 2. Filling out the **Broker of Property (except Household Goods)** form **OP-1** for existing Brokers who want to update their authority at <https://www.fmcsa.dot.gov/registration/form-op-1-application-motor-property-carrier-and-broker-authority> .

There are ***two (2) types of authority as it relates to becoming a broker:*** **Broker of Property (except Household Goods)** and **Broker of Household Goods**. Generally, most new applicants choose **Broker of Property** (except Household Goods).

Property Broker - An entity that arranges for the interstate transportation of cargo belonging to others, using for-hire motor carriers subject to the commercial registration requirements to provide the actual transportation. This is where you can broker the standard types of commodities out there on the various equipment types needed to do so.

An individual, partnership, or corporation that receives payment for arranging the transportation of property (**excluding household goods**) belonging to others by using an authorized Motor Carrier. ***A Broker does not assume responsibility for the property and never takes possession of it.***

The processing fee for applying for your AUTHORITY is \$300. This is non-refundable and is collected during the application process.

The processing time taken to complete the application and return its results to you is approximately 4-6 weeks.

2. Getting your **Surety Bond (BMC-84)** or your **Trust Fund (BMC-85)**.

Why do you need a bond? The FMCSA requires brokers to have a bond as a show of financial responsibility and to protect the carriers from being screwed by non-paying brokers. The amount is **\$75,000** on behalf of the brokers. The **Surety Bond (BMC-84)** is credit-based and the **Trust Fund (BMC-85)** is asset-based and deposited

directly into a bond. ***It is also recommended to apply for a bond or trust while you are applying for your authority. Sometimes the FMCSA may delay approving you for authority if you do not have a bond established.***

Surety Bond (BMC-84) – a surety bond or surety, is a promise by the individual to pay one party (being the individual to whom services were received from - **CARRIER**) a certain amount if the second party (whom requested the services provided - **BROKER**) fails to meet their payment obligations, such as fulfilling the terms of a contract. The surety bond protects the service provider against losses resulting from the principal's failure to meet the obligation.

Example: *A carrier chooses to run a load for a broker and they decide to agree on a rate. For whatever reason, the broker does not pay the carrier. The carrier can file a claim against the broker through the financial institution that the bond was created.*

The **requirements** for a **Surety Bond** are as follows:

- U.S. Citizen
- No bankruptcies in progress
- No judgements/liens more than \$1500, which shows financial irresponsibility)
- No past due child support
- No open or prior Surety claims

Trust Fund (BMC-85) – is asset based and deposited directly into a bond for use in an emergency. Go to <https://cms.fmcsa.dot.gov/registration/form-bmc-85-broker%E2%80%99s-or-freight-forwarder%E2%80%99s-trust-fund-agreement-under-49-usc-13906-o-0> to inquire about BMC-85 Trust Fund form. It falls under statute 49 USC 13906.

A trust fund is something that is backed by the individual/company. A trust fund is kind of like a savings account that you agree not to touch unless there is an emergency. The funds are deposited into a trust with a financial institution and rules are agreed upon. The funds deposited are used as collateral.

A lot of trust companies advertise that potential freight brokers can fund their trust with cash, an Irrevocable Letter of Credit (ILOC), or pay the trust company to obtain an ILOC on their behalf. A word of caution here: anyone considering a purchasing a trust fund needs to verify that the trust company is not under-funded.

The cost of the Surety Bond is between **\$900 - \$5000 per year** (this can vary), which is a percentage of the **\$75000** cost, and the range in prices is based on your credit.

3. **Obtaining a Processing Agent, BOC-3.**

A **Process Agent** is a representative upon whom court papers may be served in any proceeding brought against a carrier, broker or freight forwarder.

To obtain the **BOC-3** form, go to <https://www.fmcsa.dot.gov/registration/form-op-1-application-motor-property-carrier-and-broker-authority>.

Brokers are required to list process agents in each state in which they have an office and in which they write contracts. **FMCSA Regulation 49 CFR Part 366** details more about the Designation of Process Agents by Motor Carriers and Brokers at <https://www.fmcsa.dot.gov/regulations/title49/part/366> .

4. Obtain Insurance

Like any business, you need insurance to control legal liability. Freight brokers can be sued for deaths or injuries from a third party carrier, for not following legal contracts or for employment disputes. Having insurance is a must before you begin brokering.

This can be a bit difficult at first as you're just getting started and may not have all of the specific information an insurer will want to know about your business. But that's only a small issue at the start. Once you get going, you shouldn't have any problems. Having obtained insurance, you'll have to submit proof to the FMCSA.

NOTE: In addition to filing an application for [operating authority](#), all applicants for motor carrier, freight forwarder, and [broker](#) authorities must have [specific insurance](#) and [legal process agent documents on file before the FMCSA will issue the authorities](#). The required filings vary, based on the types of registrations involved.

Please note that [first-time applicants with FMCSA](#) must apply using [the Unified Registration System \(URS\)](#) as of December 12, 2015. [Existing registration- or authority-holders](#) may apply for authorities using the OP-series forms until a later date. On January 17, 2017, FMCSA [published a Federal Register notice](#) with more details on the suspension of the URS effectiveness date.

[Liability \(\\$1,000,000\) and cargo insurance \(\\$100,000\)](#) forms must be submitted [directly \(online\)](#) by the home office of the insurance company furnishing the coverage. **The FMCSA does not furnish copies of insurance forms.**

5. UCR – Unified Carrier Registration

Any time a carrier or other regulated entity changes its name or address, or other details in their record, they should update their [US DOT and operating authority record with FMCSA in a timely manner](#). In addition, FMCSA requires all entities under its jurisdiction to update their information every [two years \(Biennial\)](#).

UCR fees charged to a broker or leasing company in connection with such a filing shall be equal to the [smallest UCR fee charged to a motor carrier, motor private carrier, or freight forwarder](#). The final step in the legal process is obtaining your Unified Carrier Registration (UCR). **For freight brokers**, it's relatively simple and inexpensive.

Broker USDOT update types: (<https://www.fmcsa.dot.gov/registration/updating-your-registration>)

Biennial updates (every 2 years) - Federal Motor Carrier Safety Administration (FMCSA) requires all entities under its jurisdiction to update their information every two years. You are required to provide this update every two years even if your company has not changed its information, has ceased interstate operations since the last update, or is no longer in business and you did not notify FMCSA.

Failure to complete a Biennial Update will result in deactivation of your USDOT number and may result in civil penalties of up to \$1,000 per day, not to exceed \$10,000.

Updating your information is free. We have included instructions below to help you complete your biennial update.

Broker Operating Authority update types: (<https://www.fmcsa.dot.gov/registration/updating-your-registration>)

- **Name changes** - https://ask.fmcsa.dot.gov/app/answers/detail/a_id/195
- **Reinstate** - https://ask.fmcsa.dot.gov/app/answers/detail/a_id/213/session/L3RpbWUvMTQ0Nzg3MzYwOS9zaWQvQXIsamRRQm0=
- **Revoke** - https://ask.fmcsa.dot.gov/app/answers/detail/a_id/182



Dealing with Shippers

Dealing with shippers is the single most important aspect of being a Freight Broker. If you are unable to convince a shipper to allow them to let you try to move their freight for them, you make no money. How is this process done?

A few online resources of shipping directories for finding shipping companies to call are:

<https://www.macraesbluebook.com/> **MacRae's Blue Book**

America's Original Industrial Directory Since 1893 [Login](#)

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For Purchasers

Search for Industrial and manufacturing products and services by:

Company Name / **Product / Service**

powered by

Search

Latest Companies

- L & M Supply Company
Updated 44 minutes ago
- The Rodon Group
Updated 1 hour 57 minutes ago
- DEMEL FREIGHT SYSTEMS, LLC
Updated 2 hours 32 minutes ago
- US Metal Crafters
Updated 3 hours 17 minutes ago
- KWP Products
Updated 13 hours 54 minutes ago
- Utitec, Inc.
Updated 22 hours 55 minutes ago

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A - E
F - J
K - O
P - T
U - Z

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THOMAS For Industry.

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300,000+ Articles & Whitepapers
6 Million+ Industrial Products
10 Million+ 2D & 3D CAD Drawings

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Easily compare LTL rates from the best trucking companies. Get a free quote! Nationwide coverage. Free LTL quotes. Expedited LTL. Best rates. Services: LTL, Intermodal, Truckload, Custom Solutions.

Global Freight Shipping | Leader in Freight Solutions
www.chrobinson.com/
Keep Freight Moving According To Plan. Reliable Shipping Worldwide. Learn More! Reliable capacity. Connect With An Expert - Shipping Strategies - Trucking Shipping Rates - Request A Quote

Compare Freight Companies | Customer Support Available
www.freightcenter.com/
Manage All Freight Quotes & Shipments In One Place. 30+ Years Of Experience. Norton Secured Site. Get Quotes. Compare Freight Rates. Highlights: Calculate Rates Online 24/7, 20 Years Of Experience. Free Quick Freight Quote - Freight Questions? - Live Help - Sign In - Switch and Save

Hours

A Bekins Moving Solutions
Mover
Norfolk, VA · (757) 447-5886
Open 24 hours
WEBSITE DIRECTIONS

B XPO Logistics
WEBSITE DIRECTIONS

<https://equipmyfinance.com/blog/direct-shippers/> **EquipMyFinance**

The screenshot shows a web browser window with the URL <https://equipmyfinance.com/blog/direct-shippers/>. The page header features the EquipMyFinance logo and navigation links for Commercial Truck Financing, Title Loans, About, and Blog. The main heading is "51+ Free Places to Find Direct Shippers". The article, dated January 14, 2017, discusses the benefits of direct shipper freight for owner operators and trucking companies, noting that it can provide an additional 15-20% in revenue. It also mentions the difficulty of finding direct freight shippers due to brokers' cold calling. The article suggests visiting websites with listings and contact information for companies that ship truckload freight. A related link is provided: "Our list of 91+ free load boards". Below the text is a large image of a cloudy sky.

<https://www.producemarketguide.com/> **Produce Market Guide**

The screenshot shows the homepage of the Produce Market Guide website. The header includes the logo "Produce Market Guide" and a tagline "A PRODUCT OF THE PACIFIC". There are links for "Register" and "Login". The main banner features a collage of fresh produce and the text "Fresh Trends, Data Insights...the most comprehensive produce directory ever." Below this is a search bar with options to "Search for Company", "Search for Produce", and "Quick Search". The search bar includes dropdown menus for "Company Type", "Search By Produce", and "Search For (State)", along with a search icon and a link to "ADVANCED SEARCH". Below the banner is a section for "Latest Produce News" with a "View All" link. The first news item is titled "Stemilt unveils easy display unit" and includes a sub-headline "Wenatchee, Wash.-based Stemilt Growers LLC unveiled an Easy Pallet Display this fall for its Arisan Organic apples, said Brian Stales, communications manager." The date is "Jan 16, 2017 by Tom Bartfield • #The Pacific • #Produce • (General)". The Stemilt logo is also visible, along with the PEXCO PRODUCE logo.

The screenshot shows the homepage of Careers in Food. At the top left is the logo, which consists of a stylized orange and green circular icon with a leaf and a fork, followed by the text "Careers in food .com". To the right of the logo are navigation links: "JOB SEEKERS", "RESOURCES", "CAREER PLANNING", and "EMPLOYERS". Further right are "Sign In", "Search for Jobs", "Jobs by Company", "Post a Profile", and "Sign Up for Newsletter". On the far right, there is a "Select Language" dropdown and an orange button that says "Employers: Post Your Job". Below the navigation is a large banner with a background of fresh vegetables. The banner features a "FOOD INDUSTRY JOBS" section with two dropdown menus: "select a job category" and "select a state/province", and a prominent orange "SEARCH" button. Below the search button is a link for "Advanced Search". On the right side of the banner is a circular badge that reads "THE #1 JOB BOARD For Food and Beverage Manufacturing Professionals". Below the banner are three main sections: "POST YOUR RESUME" with an icon of a person and a document, "SEARCH FOR JOBS" with a magnifying glass icon, and a "SIGN IN" form with fields for "LOGIN ID:" and "PASSWORD:", a "Remember Me" checkbox, and a "SIGN IN" button. Below these sections are two horizontal bars: "RECENT JOB POSTINGS" and "FEATURED FOOD AND BEVERAGE COMPANIES".

The screenshot shows a testimonial on the Manta website. At the top left is the "manta" logo, followed by navigation links: "Products", "News & Advice", "Academy", and "Find a Business". On the far right is a "+ ADD BUSINESS" button. The main content is a large image of a man and a woman standing in front of a white van. The man is wearing a dark polo shirt with the "AMV Cleaning" logo and phone number "740.641-4597". The woman is smiling. Overlaid on the image is a testimonial quote: "Getting a custom marketing plan from our Pro was an eye-opener." Below the quote is the name and title: "- Tony Miller, Owner, AMV Cleaning".



Blue Book Services

Credit Rating & Marketing Information

MEMBER LOGIN

HOME ABOUT US PRODUCE LUMBER CONTACT US



Serving the international wholesale produce industry and the international lumber and forest product industries.

Since 1901, suppliers, buyers, brokers and transporters have relied on Blue Book Services to provide the best reports, ratings and information to help them thrive in business. We provide the best possible resources to help your business succeed, including:

- Accurate, up-to-the-minute reports based on fact
- Rating analysts and specialists to assist businesses
- Collection and business dispute help

MORE ABOUT
PRODUCE BLUE BOOK SERVICES

MORE ABOUT
LUMBER BLUE BOOK SERVICES

HOME ABOUT US PRODUCE LUMBER CONTACT US

MEMBER LOGIN
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Cold Calling

Cold calling shippers is one way to reach out to prospective shippers in an effort to get contracts to move their loads for them. What script can be used to try to get a shipper under a contract? First you have to get past the **"GATEKEEPER"**. Who is this person? The **gatekeeper** is the individual that receives the initial call and is not the person in charge but they can route you to the correct person. An example of a person classified as a gatekeeper is a **receptionist**.

Gatekeeper call script example: "Hi, my name is YOUR FIRST NAME HERE, and I am with YOUR COMPANY NAME HERE. I was wondering if you can tell me who is in charge of shipping."

They will give you that person's name and may even offer to transfer you through to them directly or their voicemail. Of course, this is what you want to happen. Once transferred to the person in charge, now you need to speak to them.

Shipper call script example: "Hi, SHIPPER FIRST NAME HERE, this is YOUR FIRST NAME HERE with YOUR COMPANY NAME HERE. I have trucks in your area daily and I was wondering what I need to do to help you move some freight?"

Once a shipper hears that, they will either say:

“We do not use brokers”, or

“We do not need brokers at the moment, but check back in a few months”, or

“Can you send me a lane quote” (at which time you would ask them for the lane information), or

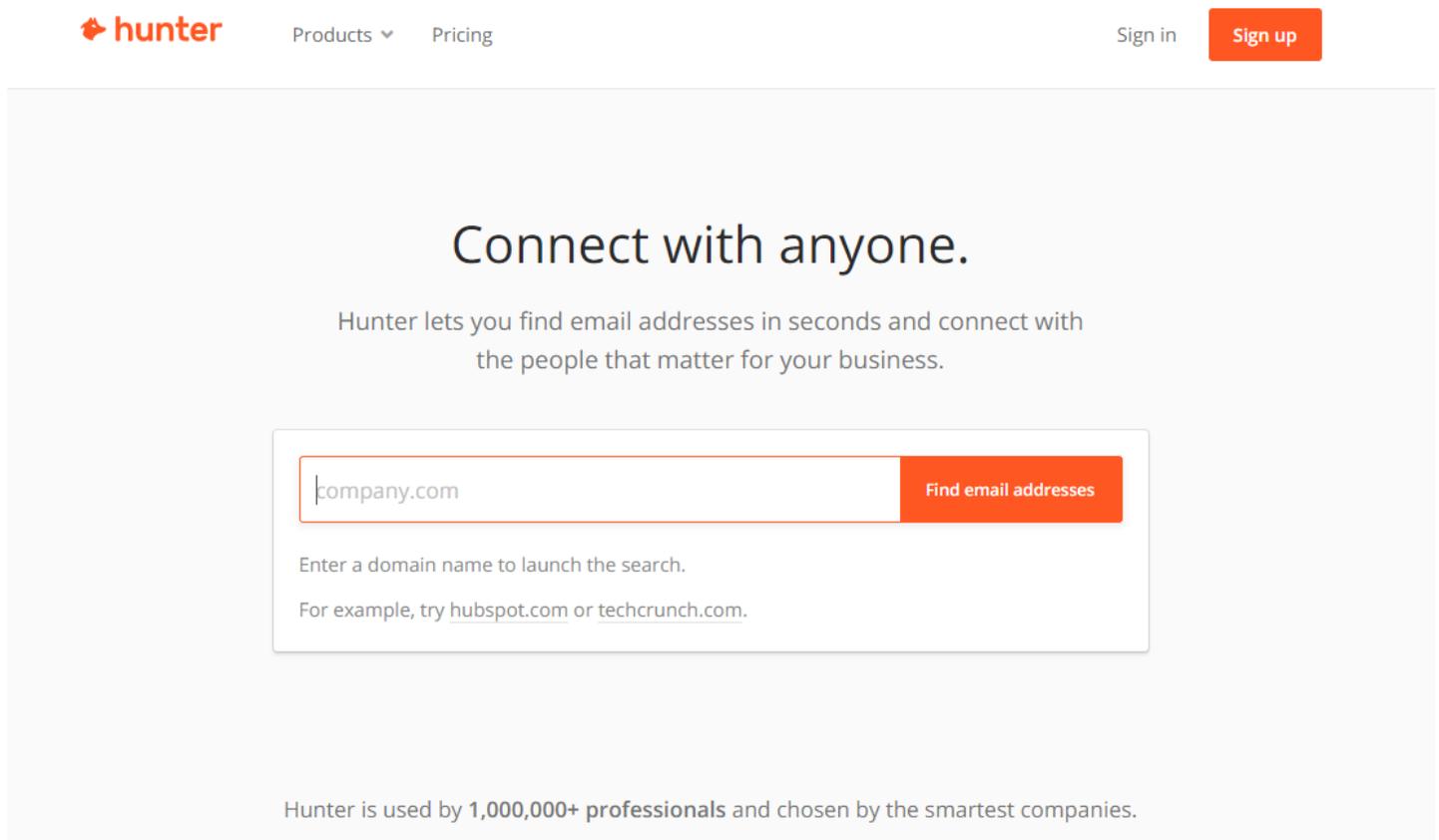
“Can you send me a shipper packet?”

One of these responses or others you will receive. Let’s say the shipper wants the shipper packet from you. At this point, get their contact information, such phone number with extension and email. Send the shipper packet.

Email marketing

Email marketing is also another way to reach prospective shippers. Keep the emails short and to the point as if you were on the phone or in person with the prospective shipper.

<https://hunter.io/> **Hunter.io** is a good email resource for locating shippers.



The screenshot shows the Hunter.io website interface. At the top left is the Hunter logo (a magnifying glass icon followed by the word "hunter"). To its right are navigation links for "Products" and "Pricing". On the top right, there are "Sign in" and "Sign up" buttons. The main content area features the headline "Connect with anyone." followed by the sub-headline "Hunter lets you find email addresses in seconds and connect with the people that matter for your business." Below this is a search form with a text input field containing "company.com" and a "Find email addresses" button. Under the input field, there is instructional text: "Enter a domain name to launch the search. For example, try [hubspot.com](#) or [techcrunch.com](#)." At the bottom of the page, a statistic states "Hunter is used by 1,000,000+ professionals and chosen by the smartest companies."

Personal visits to companies

If you have shippers who are local to where you live, drive to these locations and try to speak directly to the people in charge of shipping. The benefit of this is that they see you in person and you shake their hands and actually speak with them.

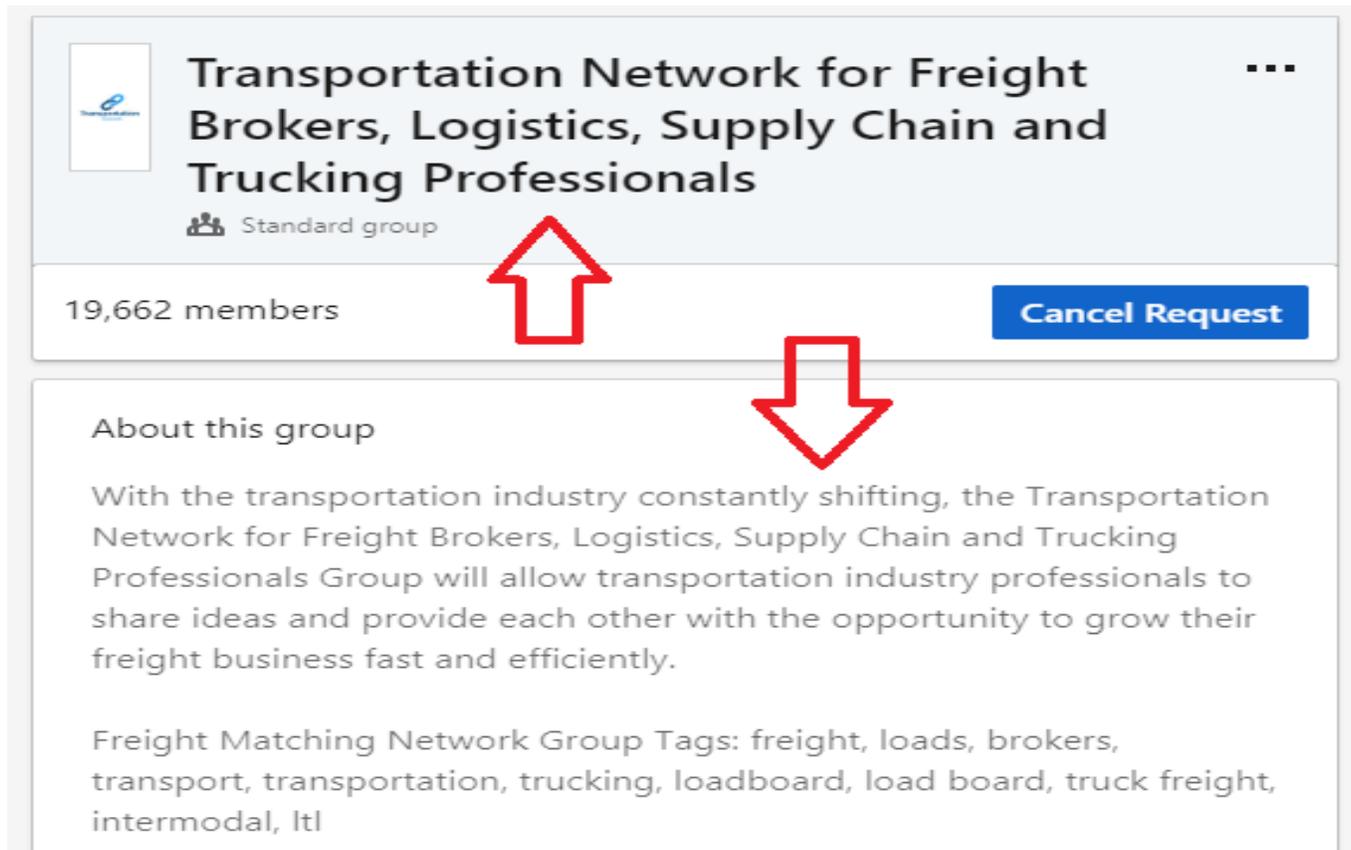
Consider joining social media shipping and transportation groups

Facebook, **LinkedIn**, and even **Twitter** or **Instagram** may have shipping, logistics or transportation groups you can request to join. They may ask you a series of questions from the administrator of the group. Once approved to join the group, you can now begin to network with them and offer your service as a freight broker/agent wanting to move their freight/loads.

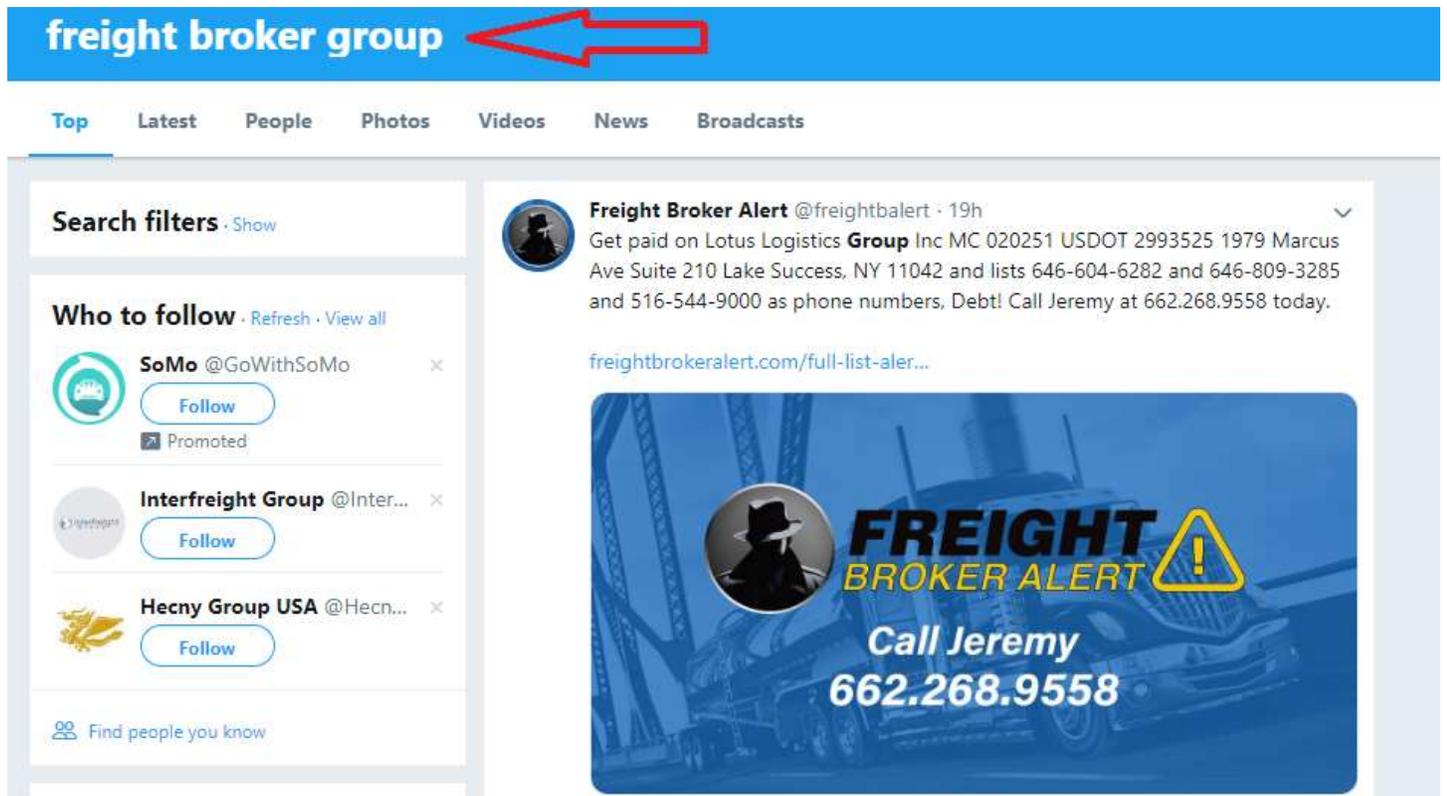
FACEBOOK:



LINKEDIN:



TWITTER:



The image shows a Twitter search results page for the query "freight broker group". A red arrow points to the search term in the blue header. The page includes navigation tabs for "Top", "Latest", "People", "Photos", "Videos", "News", and "Broadcasts". On the left sidebar, there are sections for "Search filters", "Who to follow" (listing "SoMo @GoWithSoMo", "Interfreight Group @Inter...", and "Hecny Group USA @Hecn..."), and "Find people you know". The main content area displays a tweet from "Freight Broker Alert @freightbalert" posted 19 hours ago. The tweet text reads: "Get paid on Lotus Logistics **Group** Inc MC 020251 USDOT 2993525 1979 Marcus Ave Suite 210 Lake Success, NY 11042 and lists 646-604-6282 and 646-809-3285 and 516-544-9000 as phone numbers, Debt! Call Jeremy at 662.268.9558 today." Below the text is a link to "freightbrokeralert.com/full-list-aler...". The tweet features a large blue promotional graphic with a silhouette of a person in a hat, the text "FREIGHT BROKER ALERT" in bold yellow and white, and "Call Jeremy 662.268.9558" in white.

Consider joining Shipping Associations/Membership meetings

There are various shipping and transportation/logistics association membership club meeting held either monthly, quarter, semi-annually, or annually at convention centers all over the country. Consider at least attending these to simply initially meet and greet. Shake a few hands and then present the service you can potentially provide for them as a broker/agent.



EXODUS LOGISTICS LLC
DISPATCHING AND TRAINING

Broker/Shipper Packet and Broker/Carrier Packet

The two types of packets needed by the Freight Broker or Freight Agent are designed for a contract between the Freight Broker and the Shipper ([Shipper packet](#)) and the Freight Broker and Carrier/Owner Operator ([Carrier packet](#)).

Shipper Packet contents: (What the Freight Broker sends to the Shipper to get set up for moving their loads/freight)

- [Broker Authority \(MC Authority\)](#) [Broker of Property \(except Household Goods\)](#)



U.S. Department of Transportation
Federal Motor Carrier Safety Administration

1200 New Jersey Ave., S.E.
Washington, DC 20590

SERVICE DATE
January 12, 20

LICENSE
MC-
U.S. DOT No.

This License is evidence of the applicant's authority to engage in operations, in interstate or foreign commerce, as a **broker, arranging for transportation of freight (except household goods)** by motor vehicle.

This authority will be effective as long as the broker maintains insurance coverage for the protection of the public (49 CFR 387) and the designation of agents upon whom process may be served (49 CFR 366). The applicant shall also render reasonably continuous and adequate service to the public. Failure to maintain compliance will constitute sufficient grounds for revocation of this authority.

Jeffrey L. Secrist, Chief
Information Technology Operations Division

Bond (either BMC-84 Surety Bond or BMC-85 Trust Fund)

A Federal Agency may not conduct or sponsor, and a person is not required to respond to, nor shall a person be subject to a penalty for failure to comply with a collection of information subject to the requirements of the Paperwork Reduction Act unless that collection of information displays a current valid OMB Control Number. The OMB Control Number for this information collection is 2126-0017. Public reporting for this collection of information is estimated to be approximately 10 minutes per response, including the time for reviewing instructions, gathering the data needed, and completing and reviewing the collection of information. All responses to this collection of information are mandatory. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden to: Information Collection Clearance Officer, Federal Motor Carrier Safety Administration, MC-RRA, Washington, D.C. 20590.



Broker's or Freight Forwarder's Surety Bond under 49 U.S.C. 13906

FORM BMC-84

Bond Number:

Filer FMCSA Account Number: MC#

COPY

KNOW ALL MEN BY THESE PRESENTS, that we, _____ (Name of Broker or Freight Forwarder)

of _____ (Street) _____ (City) _____ (State) _____ (Zip)

as PRINCIPAL (hereinafter called Principal), and _____ (Name of Surety)

a corporation, or a Risk Retention Group established under the Liability Risk Retention Act of 1986, Pub. L. 99-563, created and existing under the laws of the State of _____ (State) (hereinafter called Surety), are held and firmly bound unto the United States of

America in the sum of \$75,000 for a broker or freight forwarder, for which payment, well and truly to be made, we bind ourselves and our heirs, executors, administrators, successors, and assigns, jointly and severally, firmly by these presents.

WHEREAS, the Principal is or intends to become a Broker or Freight Forwarder pursuant to the provisions of Title 49 U.S.C. 13904, and the rules and regulations of the Federal Motor Carrier Safety Administration relating to insurance or other security for the protection of motor carriers and shippers, and has elected to file with the Federal Motor Carrier Safety Administration such a bond as will ensure financial responsibility and the supplying of transportation subject to the ICC Termination Act of 1995 in accordance with contracts, agreements, or arrangements therefore, and

WHEREAS, this bond is written to assure compliance by the Principal as either a licensed Broker or a licensed Freight Forwarder of Transportation by motor vehicle with 49 U.S.C. 13906(b), and the rules and regulations of the Federal Motor Carrier Safety Administration, relating to insurance or other security for the protection of motor carriers and shippers, and shall inure to the benefit of any and all motor carriers or shippers to whom the Principal may be legally liable for any of the damages herein described.

NOW, THEREFORE, the condition of this obligation is such that if the Principal shall pay or cause to be paid to motor carriers or shippers by motor vehicle any sum or sums for which the Principal may be held legally liable by reason of the Principal's failure faithfully to perform, fulfill, and carry out all contracts, agreements, and arrangements made by the Principal while this bond is in effect for the supplying of transportation subject to the ICC Termination Act of 1995 under license issued to the Principal by the Federal Motor Carrier Safety Administration, then this obligation shall be void, otherwise to remain in full force and effect.

The liability of the Surety shall not be discharged by any payment or succession of payments hereunder, unless and until such payment or payments shall amount in the aggregate to the penalty of the bond, but in no event shall the Surety's obligation hereunder exceed the amount of said penalty. The Surety agrees to furnish written notice to the Federal Motor Carrier Safety Administration forthwith of all suits filed, judgements rendered, and payments made by said Surety under this bond.

This bond is effective the 4th day of December, 2013, 12:01 a.m., standard time at the address of the Principal as stated herein and shall continue in force until terminated as hereinafter provided. The Principal or the Surety may at any time cancel this bond by written notice to the Federal Motor Carrier Safety Administration at its office in Washington, DC, such cancellation to become effective thirty (30) days after actual receipt of said notice by the FMCSA on the prescribed Form BMC-36, Notice of Cancellation Motor Carrier and Broker Surety Bond. The Surety shall not be liable hereunder for the payment of any damages herein before described

USDOT Number: _____ Date Received: _____

A Federal Agency may not conduct or sponsor, and a person is not required to respond to, nor shall a person be subject to a penalty for failure to comply with a collection of information subject to the requirements of the Paperwork Reduction Act unless that collection of information displays a current valid OMB Control Number. The OMB Control Number for this information collection is 2126-0017. Public reporting for this collection of information is estimated to be approximately 10 minutes per response, including the time for reviewing instructions, gathering the data needed, and completing and reviewing the collection of information. All responses to this collection of information are mandatory. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden to: Information Collection Clearance Officer, Federal Motor Carrier Safety Administration, MC-RRA, Washington, D.C. 20590.



United States Department of Transportation
Federal Motor Carrier Safety Administration

Trust Fund Agreement Account Number: _____

Broker's or Freight Forwarder's Trust Fund Agreement under 49 U.S.C. 13906
or Notice of Cancellation of the Agreement



FORM BMC-85

KNOW ALL MEN BY THESE PRESENTS, that we _____
(Name of Broker or Freight Forwarder)
of _____
(Street) (City) (State) (Zip)
as TRUSTOR (hereinafter called Trustor), and _____
(Name of Trustee)
a financial institution created and existing under the laws of the State of _____
(State) as TRUSTEE (hereinafter called Trustee)

hold and firmly bind ourselves and our heirs, executors, administrators, successors, and assigns, jointly and severally, firmly by these presents. WHEREAS, the Trustor is or intends to become either a Broker or a Freight Forwarder pursuant to the provisions of the [Title 49 U.S.C. 13904](#) and the rules and regulations of the Federal Motor Carrier Safety Administration (FMCSA) relating to insurance or other security for the protection of motor carriers and shippers, and has elected to file with the Federal Motor Carrier Safety Administration such a Trust Fund Agreement as will ensure financial responsibility and the supplying of transportation subject to the ICC Termination Act of 1995 in accordance with contracts, agreements, or arrangements therefor; and

WHEREAS, this Trust Fund Agreement is written to assure compliance by the Trustor as either a licensed Broker or a licensed Freight Forwarder of Transportation by motor vehicle with [49 U.S.C. 13906\(b\)](#), and the rules and regulations of the Federal Motor Carrier Safety Administration, relating to insurance or other security for the protection of motor carriers or shippers, and shall inure to the benefit of any and all motor carriers or shippers to whom the Trustor may be legally liable for any of the damages herein described.

NOW, THEREFORE, the trustor and trustee, to accomplish the above, agree as follows:

1. Trustee agrees that payments made pursuant to the security provided herein to shippers and motor carriers pursuant to this Agreement will be made exclusively and directly to shippers or motor carriers that are parties to contracts, agreements or arrangements with Trustor.
2. Trustee agrees that the protection afforded to shippers and motor carriers hereby will continue until any and all claims made by shippers or motor carriers for which Trustor may be legally liable have been settled or until the funds deposited by Trustor pursuant to this Agreement have been exhausted, whichever comes first.
3. The parties hereto acknowledge and certify that said Trustee shall exclusively manage the security and trust fund, as herein set forth, and shall have legal title to the security and trust fund, pursuant to the terms and conditions as set forth in this agreement. Further,

Form **W-9**
(Rev. December 2014)
Department of the Treasury
Internal Revenue Service



Request for Taxpayer Identification Number and Certification

Give Form to the
requester. Do not
send to the IRS.

Print or type
See Specific
Instructions on page 2.

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.

2 Business name/disregarded entity name, if different from above

3 Check appropriate box for federal tax classification; check only **one** of the following seven boxes:
 Individual/sole proprietor or single-member LLC
 C Corporation
 S Corporation
 Partnership
 Trust/estate
 Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=partnership) ▶ _____
Note. For a single-member LLC that is disregarded, do not check LLC; check the appropriate box in the line above for the tax classification of the single-member owner.
 Other (see instructions) ▶ _____

4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):
Exempt payee code (if any) _____
Exemption from FATCA reporting code (if any) _____
(Applies to accounts maintained outside the U.S.)

5 Address (number, street, and apt. or suite no.)

Requester's name and address (optional)

6 City, state, and ZIP code

7 List account number(s) here (optional)

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN* on page 3.

Note. If the account is in more than one name, see the instructions for line 1 and the chart on page 4 for guidelines on whose number to enter.

Social security number

			-			-			
--	--	--	---	--	--	---	--	--	--

or

Employer identification number

			-						
--	--	--	---	--	--	--	--	--	--

Part II Certification

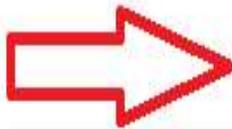
Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and

- [Contingent Cargo Insurance \(\\$100,000 minimum. Not required by FMCSA, but looks good to the shipper\)](#)



2613 Manhattan Beach Blvd., Suite 200
 Redondo Beach, CA. 90278
 Phone: 310.379.9660 Toll Free: 888.910.4747 Fax: 310.374.2431
 Email: salesinformation@logistiqins.com
 Web: LOGISTIQInsurance.com License: 0I01602



BROKER SHIELD INSURANCE PROGRAM BROAD FORM CONTINGENT CARGO LIABILITY APPLICATION

GENERAL INFORMATION											
Full Legal Name:						DBA (if any):					
Contact Name/Title:						Email:					
Physical Address:					City:			State:			
Mailing Address:					City:			State:			
Phone Number:				Fax Number:				Website:			
Years in Business:			<input type="checkbox"/> Corporation, State of:			<input type="checkbox"/> LLC	<input type="checkbox"/> Partnership	<input type="checkbox"/> Individual	Other:		
Federal Tax ID or SS#:			Publicly held Corp:	<input type="checkbox"/> Yes	<input type="checkbox"/> No	Annual Payroll:	\$	#Employees:			
Describe the nature of the business:											
OPERATING AUTHORITY						Explanation					
Are you a Domestic Freight Broker?			<input type="checkbox"/> Yes	<input type="checkbox"/> No	M/C #	Are you a Motor Truck Carrier?			<input type="checkbox"/> Yes	<input type="checkbox"/> No	M/C #
Is your Freight Broker authority in its own separate entity or corporation?						<input type="checkbox"/> Yes <input type="checkbox"/> No					
Are you a Domestic Freight Forwarder?				<input type="checkbox"/> Yes	<input type="checkbox"/> No	F/F #					
Do you have any other Authorities?				<input type="checkbox"/> Yes	<input type="checkbox"/> No						
Are you a member of any professional organization(s)?				<input type="checkbox"/> Yes	<input type="checkbox"/> No						
Do you have any signed contracts with Shippers that alter the extent of your liability? (yes please provide copies of contracts)								<input type="checkbox"/> Yes	<input type="checkbox"/> No		
Do you have a Broker Carrier Agreement (contract with Truckers)? If yes, please provide copy of agreement								<input type="checkbox"/> Yes	<input type="checkbox"/> No		
Do you contract Motor Carriers with Intra State Authority Exclusively?								<input type="checkbox"/> Yes	<input type="checkbox"/> No		
Do you use any service companies for vetting Truckers?								<input type="checkbox"/> Yes	<input type="checkbox"/> No		
Do you contract Motor Carriers with Common Carrier or Contract Carrier Authority?								<input type="checkbox"/> Yes	<input type="checkbox"/> No		
In all cases, is the Motor Carriers cargo policy limits equal to the total value of cargo shipped?								<input type="checkbox"/> Yes	<input type="checkbox"/> No		
Do you or the Motor Carrier purchase excess cargo insurance when the value of the cargo exceeds Motor Carriers limit?								<input type="checkbox"/> Yes	<input type="checkbox"/> No		
Confirm percentage of Freight moved that is FTL (Full Truck Load)						%					
Confirm percentage of Freight moved that is LTL (Less than Full Load)						%					
For LTL Carrier, confirm the extent of the Carriers liability per pound?											
Do you move freight using other forms of transportation?				<input type="checkbox"/> Yes	<input type="checkbox"/> No	Explain:					

- [Broker/Carrier Agreement](#)



BROKER-CARRIER AGREEMENT

THIS BROKER-CARRIER AGREEMENT (the "Agreement") is made and entered into this [redacted] day of [redacted], 20[redacted] by and between [redacted], a [redacted] corporation (hereinafter referred to as "Broker"), and the undersigned motor carrier (hereafter referred to as "Carrier"). Carrier and Broker are sometimes referred to individually as a "Party" or collectively as the "Parties."

WHEREAS, Broker (a) is a federally licensed property transportation broker providing broker services as defined in 49 U.S.C. §13102(2) ("Broker Services") pursuant to authority issued by the U.S. Department of Transportation ("USDOT"), Federal Motor Carrier Safety Administration ("FMCSA"), in Docket No. MC-484085, (b) is authorized by its customer(s) (hereafter referred to as "Shipper(s)") to arrange for the transportation of shipments in interstate and intrastate commerce and (c) has a need for duly licensed and qualified motor carriers to perform Transportation Services, as defined below, for its Shippers;

WHEREAS, Carrier is a motor carrier, as defined in 49 U.S.C. §§13102(14), providing for-hire interstate and intrastate motor carrier Transportation Services, as defined below, pursuant to operating authority issued by the USDOT, FMCSA, and such other regulatory agencies as may be required, in compliance with all applicable federal and state laws and regulations; and

WHEREAS, Broker desires to utilize Carrier to provide Transportation Services and, at times, certain related services for Broker's Shippers and Carrier desires to provide said services, pursuant to and in accordance with the terms, conditions and provisions of this Agreement.

NOW, THEREFORE, in consideration of the foregoing premises and the representations, warranties, promises and obligations set forth herein, and other good and valuable consideration, the sufficiency of which each Party hereby acknowledges to the other, the Parties hereby agree as follows:

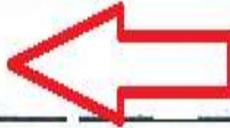
Legal Status and Relationship of Parties & Services

1.1 **Broker Services**: Subject to the provisions of this Agreement, Broker hereby agrees to offer and tender, from time to time and on a non-exclusive basis, shipments of Shippers' freight, goods, products and/or commodities (hereafter at times referred to individually as a "Shipment" or collectively as the "Shipments") to Carrier for transportation and the provision of other Transportation Services, as defined herein, by Carrier as a motor carrier in interstate and/or intrastate commerce, provided, however,

COMPANY PROFILE INFORMATION



CARRIER NAME: _____



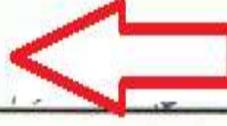
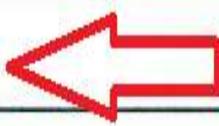
MAILING ADDRESS: _____

CITY: STATE: ZIP : _____

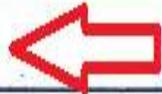
PHONE: _____ EMAIL: _____

FAX: CELL: _____

MC#: _____ FEDERAL ID#: _____



DOT#: _____



FORM OF BUSINESS (Sole Proprietorship, Corporation, LLC, etc.): _____

DISPATCHERS: Charles M.

LIABILITY INSURANCE: \$ 1,000,000 CARGO: \$ 100,000

INSURANCE COMPANY: Insurance Agency, Inc



U.S. Department of Transportation
Federal Motor Carrier Safety Administration

1200 New Jersey Ave., S.E.
Washington, DC 20590

SERVICE DATE
September 14, 2015



CERTIFICATE
MC- C
U.S. DOT No.



This Certificate is evidence of the carrier's authority to engage in transportation as a **common carrier of property (except household goods)** by motor vehicle in interstate or foreign commerce.

This authority will be effective as long as the carrier maintains compliance with the requirements pertaining to insurance coverage for the protection of the public (49 CFR 387) and the designation of agents upon whom process may be served (49 CFR 368). The carrier shall also render reasonably continuous and adequate service to the public. Failure to maintain compliance will constitute sufficient grounds for revocation of this authority.

Jeffrey L. Secrist, Chief
Information Technology Operations Division

NOTE: Willful and persistent noncompliance with applicable safety fitness regulations as evidenced by a DOT safety fitness rating of "Unsatisfactory" or by other indicators, could result in a proceeding requiring the holder of this certificate or permit to show cause why this authority should not be suspended or revoked.

Certificate of Insurance (COI) – Liability (\$1,000,000 minimum) and Cargo (\$100,000 minimum). Sometimes, Freight Brokers also want the carriers to list their brokerage as a “**Certificate Holder**” on the insurance.

ACORD® **CERTIFICATE OF LIABILITY INSURANCE** DATE (MM/DD/YYYY)
8/13/2015

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER AHM Insurance Group 11975 Westline Industrial Dr St Louis MO 63146	CONTACT NAME: PHONE (A/C No. Ext.) FAX (A/C No.) (314) 453-7555 E-MAIL ADDRESS: INSURER(S) AFFORDING COVERAGE HAIG # INSURER A: INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:
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INSURED

COVERAGES **CERTIFICATE NUMBER: Sample** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
	GENERAL LIABILITY						EACH OCCURRENCE \$ 1,000,000
<input checked="" type="checkbox"/>	COMMERCIAL GENERAL LIABILITY						DAMAGE TO RENTED EQUIPMENT (Ea occurrence) \$
	<input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR						PERSONAL & ADV INJURY (Ea person) \$
							PERSONAL & ADV INJURY \$
							GENERAL AGGREGATE \$ 2,000,000
							PRODUCTS - COMPROP AGG \$
							\$
	GEN'L AGGREGATE LIMIT APPLIES PER:						
	<input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC						
	AUTOMOBILE LIABILITY						COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000
<input checked="" type="checkbox"/>	ANY AUTO						BODILY INJURY (Per person) \$
	ALL OWNED AUTOS						BODILY INJURY (Per accident) \$
	HIRE AUTOS						PROPERTY DAMAGE (Per accident) \$
							\$
	UMBRELLA LIAB						EACH OCCURRENCE \$
	EXCESS LIAB						AGGREGATE \$
							\$
	WORKERS COMPENSATION AND EMPLOYER'S LIABILITY						WC STATUTORY LIMITS <input checked="" type="checkbox"/> OTHER
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)						E.L. EACH ACCIDENT \$
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE \$
							E.L. DISEASE - POLICY LIMIT \$
	Cargo Insurance						\$100,000

DESCRIPTION OF OPERATION(S) / LOCATION(S) / VEHICLE(S) (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

is named as an additional insured in regards to General

Form **W-9**
(Rev. December 2014)
Department of the Treasury
Internal Revenue Service



Request for Taxpayer Identification Number and Certification

Give Form to the
requester. Do not
send to the IRS.

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.

2 Business name/disregarded entity name, if different from above

3 Check appropriate box for federal tax classification; check only **one** of the following seven boxes:

Individual/sole proprietor or single-member LLC

C Corporation

S Corporation

Partnership

Trust/estate

Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=partnership) ▶ _____

Note. For a single-member LLC that is disregarded, do not check LLC; check the appropriate box in the line above for the tax classification of the single-member owner.

Other (see instructions) ▶ _____

4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):

Exempt payee code (if any) _____

Exemption from FATCA reporting code (if any) _____

(Applies to accounts maintained outside the U.S.)

5 Address (number, street, and apt. or suite no.)

Requester's name and address (optional)

6 City, state, and ZIP code

7 List account number(s) here (optional)

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN* on page 3.

Social security number

			-			-				
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or

Employer identification number

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Note. If the account is in more than one name, see the instructions for line 1 and the chart on page 4 for guidelines on whose number to enter.

Part II Certification

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and

- [Notice of Assignment \(NOA\)](#) – a credit form that Freight Broker fills out and return so carrier's factoring company can do a credit check on the brokerage.

FOLEY

A COMPANY IN MOTION

DRIVING YOUR BUSINESS FORWARD

Notice of Assignment

Carrier:

MC #:

DOT #:

In order to accommodate the changes and growth in our business, we have been fortunate to obtain the services of Foley Carrier Services, LLC ("Foley Carrier Services") as a source of capital funding. The availability of this service will enable us to improve our cash flow and result in greater efficiency in the operation of our business to ensure that the most competitive rates can be provided to its customers.

This notice is to inform you that _____ has irrevocably assigned its receivables to Foley Carrier Services pursuant to the Uniform Commercial Code Article 9. These receivables include any payments due to, and hereinafter becoming due and owing due to _____

All invoices received for services rendered by _____ dated on or after 03/19/2018 are to be paid directly to Foley Carrier Services, and mailed directly to:

Payment by Mail:

Foley Carrier Services
FBO
P.O. Box 536501
Pittsburgh, PA 15253-5907

ACH Electronic Payments to:

Account #:
Routing #:
Reference:
Please submit supporting documents to ach@foleyservices.com

If any claims or disputes associated with _____ services arise, please direct these claims or disputes directly to _____ and/or its insurance carrier. Payment of the first invoice to Foley Carrier Services, pursuant to this notice of assignment, confirms that account debtor agrees to make payment of _____ invoices to Foley Carrier Services in full, free and clear of any offset, deduction, counterclaim, lien or encumbrance, notwithstanding any claim or dispute it may have with _____. The terms of this notice takes precedence over any conflicting terms, in any other agreement between the account debtor and _____ with respect to this issue.

This notice and instruction remains in full force and effect until you receive a written release from Foley Carrier Services.



Booking the Load – Understanding this workflow from the Broker/Shipper and Broker/Carrier perspectives

Booking a load with a carrier, from a Freight Broker's perspective, has a lot of moving parts prior to the carrier calling you on one of your posted loads asking about it.

Here is the workflow, from a BROKER/SHIPPER point of view:

- Freight Broker contracts with the shipper to move loads for them, being approved by the shipper after sending over the **Broker/Shipper packet** (see above section for details). This contracting can be done several ways, with cold calling being a common one.
- Shipper adds the Freight Broker to their email list daily for the loads that they need moved. Shippers have a "**target rate**" that they are willing to pay for the loads being moved. Sometimes the target rates are negotiable, sometimes not. ***For example, if a shipper's target rate for the load is \$5000, this is the amount that the shipper is willing to pay.*** **NOTE:** Keep in mind also that you are not the only Freight Broker that the shipper is sending emails of their load list to. Other Freight Brokers are competing with you to win the load (**bid**). Whichever Freight Broker finds a truck at the shipper's target rate, or even cheaper, wins the load (**bid**). Plain and simple.
- Once the Freight Broker wins the bid for the load (**by finding a truck and having the best target rate**), the shipper will send what is called a **LOAD TENDER** to the Freight Broker. The Load Tender contains details of the load. The Shipper contact information. The Freight Broker contact information. The load details, including the pickup dates and times and delivery dates and times, the commodity, rate, weight, equipment types, special instructions, etc.
- The Freight Broker now takes the Load Tender information from the Shipper and re-enters the same information into their **TMS (Transportation Management System)**. All the information stays the same from the Shipper's Load Tender, ***except the Shipper's contact information is changed to the carrier's contact information and the rate on the Load Tender is now changed to reflect the new rate that the carrier is going to be paid.*** Remember, this is assuming a carrier has already been set up with your Freight Brokerage.
- Load is now booked for the carrier to deliver to the receiver.

Here is the workflow, from a BROKER/CARRIER point of view:

- Carrier calls the Freight Broker concerning a posted load and its availability.
- Freight Broker gets the Carrier's **MC number** to see if they are set up with the brokerage. ***One of two things will happen: either the carrier is already set up or not.***
- If carrier **is** set up with the Freight Brokerage, then negotiation of the rate will be discussed. If everyone agrees with the load details, then a rate confirmation will be sent to the carrier for signature and return. Load booked.
- If the carrier **is not** set up with the Freight Brokerage, then the Freight Broker will ask for an email to send the **Broker/Carrier** (see above **Broker/Carrier packet section for details**) packet to. Carrier packets will either be a PDF file attached to the email **OR** a link to a website to complete. This packet is to be completed by the carrier (or their dispatcher) and returned, along with copies of the carrier's **MC authority**, **Certificate of Insurance (listing the broker as a certificate holder)**, and a **W9**. If the carrier also has a factoring company, then also include a copy of the **Notice of Assignment (NOA)**.
- Once all the necessary paperwork from the carrier has been completed and returned to the brokerage, it is entered into the TMS system, processed and sent up to a compliance team for approval.
- Once approval is complete, a Rate Confirmation is produced and emailed to the carrier for signature. Load is booked.



TMS – Transportation Management System (Freight Broker Software)

TMS or Transportation Management Systems are a combination of a [CRM](#) system (Customer Relationship Management) and [CMS](#) (Content Management System). Its purpose is to centralize all the data in one location to best effectively process all information in the transportation industry. ***Some of the components of TMS' are:***

- Customers
- Carriers
- Assets
- Loads
- Invoicing features
- Locations
- Document Management
- Rates

ASCEND TMS

The screenshot displays the AscendTMS Basic Plan interface. The left sidebar contains a navigation menu with items: Search, Dashboard, Loads, EDI/Tenders, Customers, Assets, Carriers, Locations, Rates, Doc Management, Reporting, Accounting, Help/Feedback, and Settings. The main content area shows a breadcrumb trail: Home > Settings > Organization. A blue banner reads "Welcome to AscendTMS!" and provides instructions for getting started. Below this is the "Edit Your Organization" form with fields for Name of Organization, Address, City, State Postal, Telephone, and Fax. A red arrow points to the "Name of Organization" field, and another red arrow points to the "Settings" menu item in the sidebar.



MAKING SENSE OF COMPLEX TARIFFS

State of the Art Tariff Builder and Carrier API Rating Engine

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Axis TMS

AXIS

SOFTWARE ▾ HARDWARE ▾ AUTO PAY ▾ VOICE ▾ PRICING ▾ SUPPORT ▾ CONTACT ▾ LOGIN ▾ [+1 855 339 8599](tel:8553398599) [START FREE TRIAL](#)

ONE PLATFORM. BUILT FOR TRUCKING COMPANIES.

POWERFUL TRUCKING SOFTWARE

WE HAVE STREAMLINED ALL THE NECESSARY TOOLS YOU NEED TO RUN YOUR TRUCKING BUSINESS SMOOTHLY.

[SEE FEATURES](#) [GET STARTED](#)

Chd Summary	
Order Cost	\$48.00
Fuel Cost (0.15/gal)	\$27.10
Order Cost	\$80.00
Your Cost/Day	\$17.10
Your Cost Per Mile	\$1.34

Flat Summary	
Personnel/Equipment	\$20.00
Per Mile/Day/Time	\$2.70
Equipment/Fuel	\$1.14
Your Cost Per Mile	\$1.14

ETL Summary	
Trailer 1	\$112,000.00
Trailer 2	\$112,000.00
Trailer 3/4/5/6	0.00
Trailer 7/8/9	0.00
Trailer 10/11	0.00
Trailer 12/13	0.00
Trailer 14/15	0.00
Trailer 16/17	0.00
Trailer 18/19	0.00
Trailer 20/21	0.00
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Trailer 742/743	0.00
Trailer 744/745	0.00
Trailer 746/747	0.00
Trailer 748/749	0.00
Trailer 750/751	0.00
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Trailer 754/755	0.00
Trailer 756/757	0.00
Trailer 758/759	0.00
Trailer 760/761	0.00
Trailer 762/763	0.00
Trailer 764/765	0.00
Trailer 766/767	0.00
Trailer 768/769	0.00
Trailer 770/771	0.00
Trailer 772/773	0.00
Trailer 774/775	0.00
Trailer 776/777	0.00
Trailer 778/779	0.00
Trailer 780/781	0.00
Trailer 782/783	0.00
Trailer 784/785	0.00
Trailer 786/787	0.00
Trailer 788/789	0.00
Trailer 790/791	0.00
Trailer 792/793	0.00
Trailer 794/795	0.00
Trailer 796/797	0.00
Trailer 798/799	0.00
Trailer 800/801	0.00
Trailer 802/803	0.00
Trailer 804/805	0.00
Trailer 806/807	0.00
Trailer 808/809	0.00
Trailer 810/811	0.00
Trailer 812/813	0.00
Trailer 814/815	0.00
Trailer 816/817	0.00
Trailer 818/819	0.00
Trailer 820/821	0.00



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