

Checklist of Requirements

Please make sure that you have **ALL** documentation included in this checklist of requirements before sending in your paperwork. Packets can be processed on the same day as long as all instructions are completed, as requested, in this checklist. **Please send all paperwork together in ONE email to recruiting@mooretransport.com** or by fax at 419-725-2622.

All subcontractors must have an active account on Central Dispatch and must have a rating score of 98 or above, with at least 20 positive ratings. No negative ratings (within 6 months) in regard to late pickup/delivery, no call/no show, lack of communication or damages will be accepted.

Your insurance company/companies must be an A rated company in accordance with A.M. Best's global insurance credit ratings. Any insurance companies rated below an A- will **NOT** be accepted. You may check this prior to submitting your documents by visiting the following website: www.ambest.com

When the time comes to send in updated insurance certificates, please send to recruiting@mooretransport.com or by fax to 419-725-2622.

If you have already been trained for **Truckers Against Trafficking**, we will need a copy of your certificate. If not, we will need you to certify using this link: <https://education.truckersagainsttrafficking.org> and submit the certificate once completed.

- Are you a qualified minority and a member of a qualified organization that provides certificates? If so, please submit the certificate to recruiting@mooretransport.com.
- W9/I9
- Copy of Operating Authority
- Signed Welcome Letter
- Signed Payment Terms
- Signed Broker Motor Carrier Agreement- All pages of the agreement must be submitted with your initials at the bottom of the page.
- Certificate of Insurance
- Moore Transport must be listed as certificate holder, we must be listed as **ADDITIONAL INSURED on the auto liability policy and LOSS PAYEE on the cargo policy**. If your insurance company cannot list these endorsements, we **CANNOT** accept your certificate. Also, we **NO LONGER ACCEPT CANAL INSURANCE OR OOIDA INSURANCE. NO EXCEPTIONS!**

Certificate Holder Information:
Moore Transport of Tulsa, LLC
700 E Park Blvd. Suite 104
Plano, TX 75074

- \$1M in auto liability coverage
- Cargo coverage must match with unit hauling capacity
 - 150K for 1-3 units
 - 250K for 4-7 units
 - 350K for 8+ units