DISPATCHER TRAINING

Training Manual

Everything a new truck dispatcher needs — equipment, trailers, accessories, commodities, paperwork, payments, and the calling script — in one place.






INTRODUCTION

What is SellDispatch?

- **SellDispatch** is an independent dispatch house.
- A **Dispatcher** is the link between **Broker & Carrier**. Here is a list of things a dispatcher does for the client:

01	02	03	04
Load Information	Negotiation	Documentation	Communication


SHIPPER


BROKER


DISPATCHER


CARRIER

REFERENCE

States & Abbreviations

All 50 U.S. states and their two-letter postal abbreviations used on load boards, rate cons and BOLs.

01	Alabama	AL
02	Alaska	AK
03	Arizona	AZ
04	Arkansas	AR
05	California	CA
06	Colorado	CO
07	Connecticut	CT
08	Delaware	DE
09	Florida	FL
10	Georgia	GA
11	Hawaii	HI
12	Idaho	ID
13	Illinois	IL
14	Indiana	IN
15	Iowa	IA
16	Kansas	KS
17	Kentucky	KY
18	Louisiana	LA
19	Maine	ME
20	Maryland	MD
21	Massachusetts	MA
22	Michigan	MI
23	Minnesota	MN
24	Mississippi	MS
25	Missouri	MO
26	Montana	MT
27	Nebraska	NE
28	Nevada	NV
29	New Hampshire	NH
30	New Jersey	NJ
31	New Mexico	NM
32	New York	NY
33	North Carolina	NC
34	North Dakota	ND
35	Ohio	OH
36	Oklahoma	OK
37	Oregon	OR
38	Pennsylvania	PA
39	Rhode Island	RI
40	South Carolina	SC
41	South Dakota	SD
42	Tennessee	TN
43	Texas	TX
44	Utah	UT
45	Vermont	VT
46	Virginia	VA
47	Washington	WA
48	West Virginia	WV
49	Wisconsin	WI
50	Wyoming	WY

ABOUT US

What does SellDispatch do?

01

Top paying freight

We specialize in helping carriers to find the top paying freight loads for their trucks. Our dispatchers negotiate the highest rates and inform the carrier of options to make the final decision.

02

More than dispatching

We help our carriers move more freight safely and cost effectively every day! In addition, we bring a great deal more to the table than just dispatching. We work with the carrier, as their partner, to provide the tools they need to keep their trucks loaded and profitable.

03

A dedicated dispatcher

A dedicated dispatcher is assigned to every relationship, becoming a single point of contact. That dispatcher knows the carrier's transportation business intimately and always looks out for the carrier's business's best interest.

Your partner on every load

Rates negotiated, paperwork handled, trucks kept loaded and profitable.

EQUIPMENT

Type of equipment we work with

Power only
AKA Bob tail – Semi – Freightliner

Dry Van
48ft – 53ft

Reefer
48ft – 53ft

Flat Bed
48ft – 53ft

Step Deck
48ft – 53ft

Box Truck
26ft – 28ft

Hotshot
20ft – 40ft

Categories of driver

There are two types of drivers. **Legal miles allowed in a day: 600 miles or 11 hr a day!**

1

Solo driver
Miles in a day: **600 legal miles**, 50–55 miles in an hour.

2

Team driver
Miles in a day: **1,200 legal miles**, 50–55 miles in an hour.

Things required from the driver

1

Copy of CDL
Commercial Driver's License

2

Truck & trailer number
Unit numbers for the truck and the trailer

TYPES OF TRUCKS

Power Only

- Power only is the truck itself, without any trailer attached to it.
- Two types of power only: **day cabs** and **sleeper cabs** [day cab needs to pick up loads in the morning and come back home].
- Two load options: **Load out** (trailer for 5–7 days) & **Tow away** (hook & tow).
- Any trailer can be attached to it, i.e. dry van, reefer, step deck & flatbed.



Sleeper cab



Day cab

TYPES OF TRAILERS

Dry Van

LENGTH	WEIGHT LIMIT	AVERAGE $ PER MILE
48 ft to 53 ft	45,000 lbs	$2 to $3

- Swing door DV or roll up doors.
- Vented DV is very rare.

Average weekly gross

LOCAL	ALL 48 STATES
$7,000	$10,000 – $12,000

Accessories

1 · Strap for DV to hold floor-loaded commodities

2 · E-tracks — used to hold commodities, two types: vertical and horizontal

3 · Dunnage



TYPES OF TRAILERS

Reefer Temperature Control

LENGTH	WEIGHT LIMIT	AVERAGE $ PER MILE
48 ft to 53 ft	45,000 lbs	$2.5 to $3.5

Average weekly gross

LOCAL	ALL 48 STATES
$8,000	$13,000 – $14,000

Accessories

- Strap — hold floor loaded commodities
- E-tracks — used to hold commodities, two types: vertical & horizontal
- Dunnage



TYPES OF TRAILERS

Flat Bed

LENGTH	MAX WEIGHT	AVERAGE $ PER MILE
48 ft or 53 ft	48,000 lbs	$2.5 to $3.5

- In north, mountain areas max weight: **38,000 lbs to 40,000 lbs.**

Average weekly gross

LOCAL	ALL 48 STATES
$6,000 – $7,000	$10,000 – $11,000

Accessories

1 · Straps
2 · Tarps
3 · Chain & binder
4 · Dunnage



TYPES OF TRAILERS

Step Deck

LENGTH	MAX WEIGHT	AVERAGE $ PER MILE
48 ft – 53 ft	48,000 lbs	$2.5 – $3.5

Average weekly gross

LOCAL	ALL 48 STATES
$6,000 – $7,000	$10,000 – $11,000

Accessories

1 · Straps
2 · Tarps
3 · Chain & binder
4 · Dunnage



TYPES OF TRUCKS

Box Truck 26 ft

There are two kinds of box trucks, also known as straight trucks.

LENGTH RANGE	DOOR TYPES	WEIGHT LIMIT
14 ft to 28 ft	Swing / Roll up	10,000 lbs

AVERAGE $ PER MILE	GOOD LOAD	AVG WEEKLY GROSS
$1.3 – $1.9	$2.00 per mile	Up to $5,000 – $5,500

Accessories

Pallet jack

Lift gate



- Reefer box truck



- Simple box truck

REQUIREMENTS IN ORDER TO WORK WITH US

Box truck has to haul in **all 48 states** & has to be **26 ft – 28 ft**.

TYPES OF TRUCKS

Hotshot 20–40 ft

It is a pickup truck and trailer attached to it.

LENGTH RANGE	WEIGHT LIMIT	AVERAGE $ PER MILE
20 ft to 40 ft	10,000 lbs	$1.3 – $1.9

GOOD LOAD	AVG WEEKLY GROSS
$2.00 per mile	Up to $7,000 – $12,000

Accessories

- Straps
- Tarps
- Winch
- Chain & binders



COMPLIANCE

ELD Device

Electronic Logging Device

An **Electronic Logging Device** is a piece of electronic hardware attached to a commercial motor vehicle engine to record driving hours. The driving hours of commercial drivers are typically regulated by a set of rules known as the **hours of service** in the United States. A driver has to take rest after 11 hours for a few hours to start driving again; in team drivers, the drivers switch with their CDL.

MAX DRIVING BEFORE REST
11 hours

TEAM DRIVERS
Switch with their CDL



ACCESSORIES

Accessories for Step Deck & Flat Bed

Binders



Straps







ACCESSORIES

Accessories for Step Deck & Flat Bed

Chain



Tarps







ACCESSORIES

Dunnage for Step Deck & Flat Bed

Dunnage for pipes



Dunnage for dry van

Dunnage bags



Dunnage

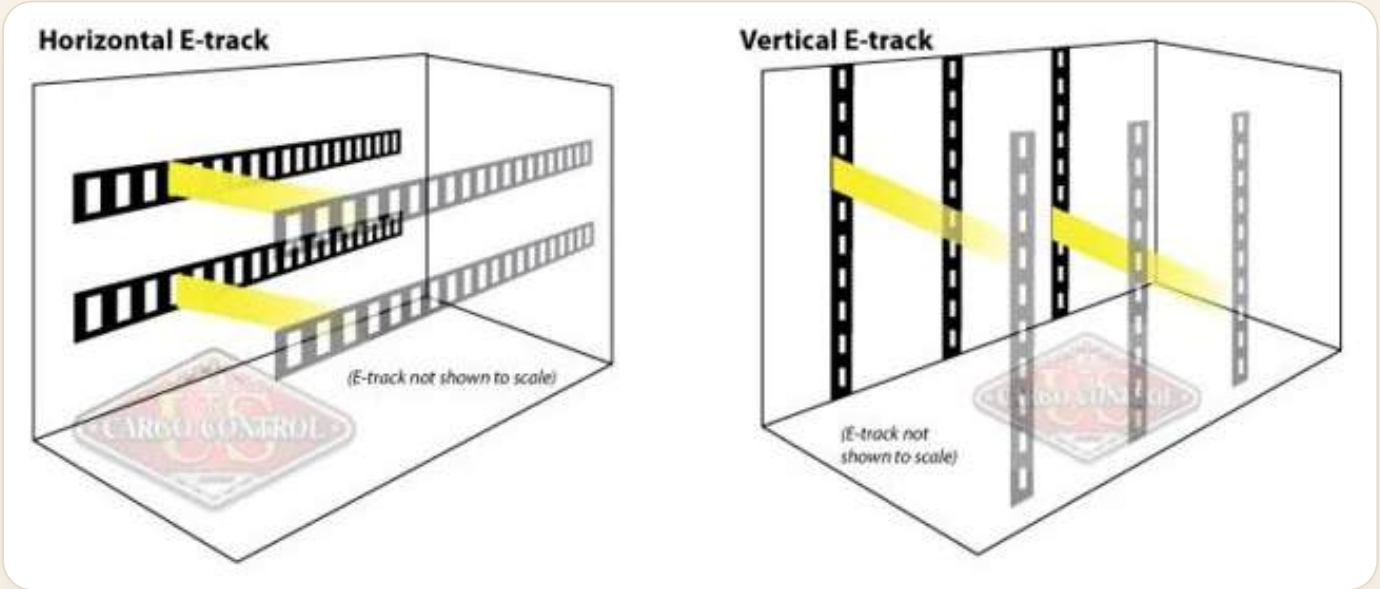


ACCESSORIES

Dunnage for Dry Van

E-tracks





Horizontal E-track & vertical E-track

ACCESSORIES

Accessories for Box Trucks

> Not required every time, add additional value if added.

Pallet jack



Lift gate



FREIGHT

Commodities

What each type of equipment usually hauls.

Dry Van

1. Clothing
2. Furniture
3. Electronics
4. Household goods

Step Deck

1. Building & construction materials
2. Backhoes & cranes
3. Logs

Reefer

1. Meat
2. Fresh fruits and vegetables
3. Medicines

Hotshot

1. General freight
2. Automotive & vehicles
3. Agricultural & farm equipment
4. Oilfield & industrial equipment

Flat Bed

1. Building & construction materials
2. Backhoes & cranes
3. Logs

Box Truck

The best freight uses for a box truck include less-than truckload (LTL) freight. Types of LTL:

1. Parcel delivery
2. Furniture hauling
3. Food delivery
4. Households goods
5. Appliances

FREIGHT

Types of Hauls

01 **Short haul**
Any trip within 600 miles.

02 **Long haul**
Any trip over 1,200 miles.

03 **Round trip**
A trip to a place and back, usually over the same route.

04 **Tri haul**
A trip with multiple pickups and drop off locations.

05 **Dedicated lanes**
Running back & forth on the same route, i.e. CA – TX – TX – CA.

PAYMENTS

Payment Methods

How the carrier receives his money

Broker pays the carrier through the following methods

01

Standard payment

Carrier gets paid in **30 days**.

30 days

02

Quick pay

FROM BROKER VIA VOIDED CHECK

Carrier gets paid by the broker in **48 – 72 hours** by deducting **3 – 4%** from the total amount.

48–72 hrs · −3–4%

03

Factoring company

FINANCIAL INSTITUTE · VIA NOA

Carrier gets paid by the factoring company in **48 – 72 hours** deducting **2 – 3%** from the amount.

48–72 hrs · −2–3%

SERVICES

Our Services

What services do we provide to the carriers?

1. Negotiating top paying rates (depends upon the market rate — the best rates we can get).
2. Setup paperwork (agreement between broker and carrier).
3. Fax, email, and documentation: provide docs when the driver is not in reach.
4. Credit checks (A grade, B grade, or C grade will be checked by MCN — Motor Carrier Number).
5. Request quick pay.
6. Request insurance certificates.
7. Driver direction assistance (no GPS, no internet — send directions through call).
8. Factor setup assistance.
9. Collection assistance (carrier wants bills handled, i.e. POD, invoice, & rate con).
10. Detention charges assistance (e.g. if the truck goes to the PU and loading starts after 2 hours).
11. Unused truck order assistance — TONU (Truck Order Not Used).
12. Layover charges assistance (e.g. if the truck goes to the PU and load starts after 6 hours).
13. Lumper fee: charged to the carrier when a shipper utilizes third-party workers to help load or unload the trailer contents.

DFL Driver Friendly Load

These are the major factors that make up the best freight option for any carrier. A DFL includes the following:

- **Maximum rate ($ per mile)**
- **Minimum weight**
- **Minimum dead head (from origin and drop off)**

DOCUMENTS

Documents we & broker require from the carrier

01 **MC Authority**
Motor Carrier Authority

02 **W-9 Form**
For EIN — Employer Identification Number

03 **COI**
Certificate of Insurance

04 **NOA**
Notice of Assignment from factoring company

05 **Voided Check**
For quick pay

Carrier onboarding packet
Collect all five before booking the first load. Each one is explained on the following pages.

DOCUMENT 1

MC Authority

Motor Carrier Authority

Motor Carrier Authority, given by the government to the carrier to carry out his/her business.

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

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

SERVICE DATE
July 10, 2023

CERTIFICATE
MC-1546656-C
U.S. DOT No. 4071074
VULPEX COMPANY
ALLIANCE, OH

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 366). 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, Division Chief
Office of Registration

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.

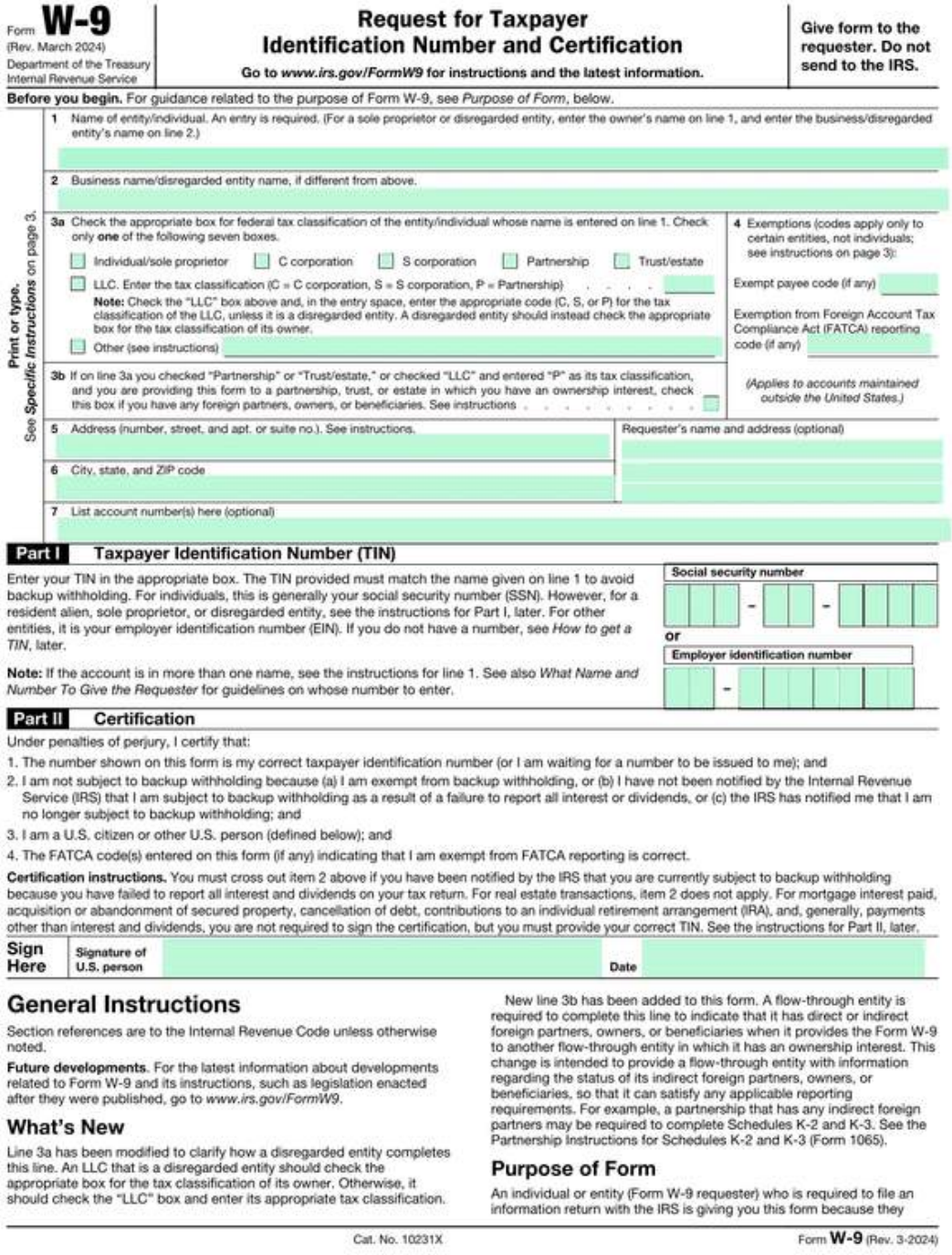
CMO

DOCUMENT 2

W-9 Form

Request for Taxpayer Identification Number

This is to get the **EIN** number of the client we are working with. EIN is Employer Identification Number.



Form **W-9**
(Rev. March 2024)
Department of the Treasury
Internal Revenue Service

Request for Taxpayer Identification Number and Certification

Go to *www.irs.gov/FormW9* for instructions and the latest information.

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

Before you begin. For guidance related to the purpose of Form W-9, see *Purpose of Form*, below.

Print or type. See *Specific Instructions* on page 3.

1 Name of entity/individual. An entry is required. (For a sole proprietor or disregarded entity, enter the owner's name on line 1, and enter the business/disregarded entity's name on line 2.)

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

3a Check the appropriate box for federal tax classification of the entity/individual whose name is entered on line 1. Check only **one** of the following seven boxes.

☐ Individual/sole proprietor ☐ C corporation ☐ S corporation ☐ Partnership ☐ Trust/estate

☐ LLC. Enter the tax classification (C = C corporation, S = S corporation, P = Partnership)

Note: Check the "LLC" box above and, in the entry space, enter the appropriate code (C, S, or P) for the tax classification of the LLC, unless it is a disregarded entity. A disregarded entity should instead check the appropriate box for the tax classification of its owner.

☐ Other (see instructions)

3b If on line 3a you checked "Partnership" or "Trust/estate," or checked "LLC" and entered "P" as its tax classification, and you are providing this form to a partnership, trust, or estate in which you have an ownership interest, check this box if you have any foreign partners, owners, or beneficiaries. See instructions ☐

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

Exempt payee code (if any)

Exemption from Foreign Account Tax Compliance Act (FATCA) reporting code (if any)

(Applies to accounts maintained outside the United States.)

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

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 instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. See also *What Name and Number To Give the Requester* 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
3. I am a U.S. citizen or other U.S. person (defined below); and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and, generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here Signature of U.S. person _____ Date _____

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to *www.irs.gov/FormW9*.

What's New

Line 3a has been modified to clarify how a disregarded entity completes this line. An LLC that is a disregarded entity should check the appropriate box for the tax classification of its owner. Otherwise, it should check the "LLC" box and enter its appropriate tax classification.

New line 3b has been added to this form. A flow-through entity is required to complete this line to indicate that it has direct or indirect foreign partners, owners, or beneficiaries when it provides the Form W-9 to another flow-through entity in which it has an ownership interest. This change is intended to provide a flow-through entity with information regarding the status of its indirect foreign partners, owners, or beneficiaries, so that it can satisfy any applicable reporting requirements. For example, a partnership that has any indirect foreign partners may be required to complete Schedules K-2 and K-3. See the Partnership Instructions for Schedules K-2 and K-3 (Form 1065).

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS is giving you this form because they

Cat. No. 10231X Form **W-9** (Rev. 3-2024)

DOCUMENT 3

COI

Certificate of Insurance

What it is used for

To look into the amount of insurance the carrier has, such as trailer interchange insurance.

GENERAL LIABILITY

750K – 1 Million

Firm's total insurance

AUTOMOTIVE LIABILITY

750K – 1 Million

Truck's insurance

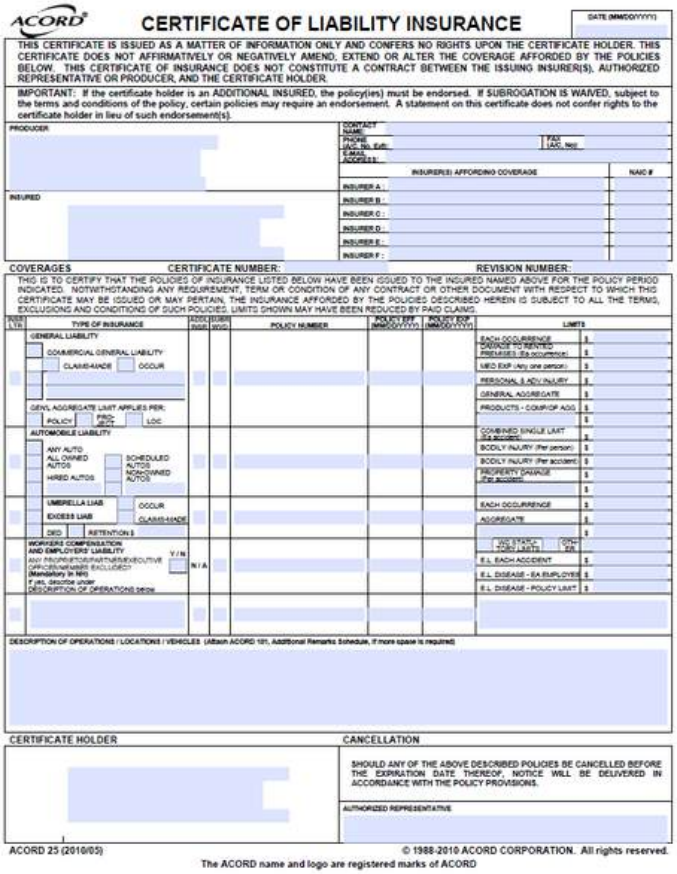
CARGO LIABILITY

100K

Freight insurance

We get other details

1. Insurance company name.
2. Company address.
3. Agent dealing with our carrier.
4. The adequate contact number.
5. Insurance amount.



ACORD

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

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

CONTACT NAME:
PHONE (A/C, No, Ext):
FAX (A/C, No):
E-MAIL ADDRESS:

INSURER(S) AFFORDING COVERAGE | NAIC #

INSURER A :
INSURER B :
INSURER C :
INSURER D :
INSURER E :
INSURER F :

INSURED

COVERAGES | CERTIFICATE NUMBER: | 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 INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
	GENERAL LIABILITY						EACH OCCURRENCE $
	COMMERCIAL GENERAL LIABILITY						DAMAGE TO RENTED PREMISES (Ea occurrence) $
	CLAIMS-MADE OCCUR						MED EXP (Any one person) $
							PERSONAL & ADV INJURY $
	GEN'L AGGREGATE LIMIT APPLIES PER:						GENERAL AGGREGATE $
	POLICY PRO-JECT LOC						PRODUCTS - COMP/OP AGG $
	AUTOMOBILE LIABILITY						$
	ANY AUTO						COMBINED SINGLE LIMIT (Ea accident) $
	ALL OWNED AUTOS						BODILY INJURY (Per person) $
	SCHEDULED AUTOS						BODILY INJURY (Per accident) $
	HIRED AUTOS						PROPERTY DAMAGE (Per accident) $
	NON-OWNED AUTOS						$
	UMBRELLA LIAB						EACH OCCURRENCE $
	OCCUR						AGGREGATE $
	EXCESS LIAB						$
	CLAIMS-MADE						
	DED RETENTION $						
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY						PER STATUTE OTH-ER
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)	Y / N					E.L. EACH ACCIDENT $
	If yes, describe under DESCRIPTION OF OPERATIONS below	N / A					E.L. DISEASE - EA EMPLOYEE $
							E.L. DISEASE - POLICY LIMIT $

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

CERTIFICATE HOLDER

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

ACORD 25 (2010/05)

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DOCUMENT 4

NOA

Notice of Assignment

Notice of Assignment is given by the factoring company, like OTR, RTS, Thunder Funding. A factoring company is a financial institute which factors the carrier's amount and pays them in **48–72 hours**.



ACORD

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 8/4/2023

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
Cornerstone Insurance Services Inc
1393 Veterans Memorial Highway
Suite 312N
Hauppauge NY 11788

CONTACT NAME: Nicholas Panagakos
PHONE (A/C, No, Ext): (631)494-4704 FAX (A/C, No): (631)494-3902
E-MAIL ADDRESS: nick@cornerstoneinsured.com

INSURER(S) AFFORDING COVERAGE	NAIC #
INSURER A: Canal Insurance Company	10464
INSURER B:	
INSURER C:	
INSURER D:	
INSURER E:	
INSURER F:	

INSURED
ROBINSON SMITH TRUCKING LLC
2938 W GLENWOOD AVE
PHILADELPHIA PA 19121

COVERAGES CERTIFICATE NUMBER: CL238306729 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 INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
	COMMERCIAL GENERAL LIABILITY						EACH OCCURRENCE	$
	CLAIMS-MADE OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence)	$
							MED EXP (Any one person)	$
							PERSONAL & ADV INJURY	$
	GEN'L AGGREGATE LIMIT APPLIES PER						GENERAL AGGREGATE	$
	POLICY PRO-JECT LOC						PRODUCTS - COMP/OP AGG	$
	OTHER							$
A	AUTOMOBILE LIABILITY						COMBINED SINGLE LIMIT (Ea accident)	$ 1,000,000
	ANY AUTO						BODILY INJURY (Per person)	$
	ALL OWNED AUTOS / SCHEDULED AUTOS (X)			CT6511981721	8/4/2023	8/4/2024	BODILY INJURY (Per accident)	$
	HIRED AUTOS / NON-OWNED AUTOS						PROPERTY DAMAGE (Per accident)	$
								$
	UMBRELLA LIAB OCCUR						EACH OCCURRENCE	$
	EXCESS LIAB CLAIMS-MADE						AGGREGATE	$
	DED RETENTION $							$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY Y/N						PER STATUTE / OTH-ER	
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? N/A (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	$
A	Motor Truck Cargo			CT6511981721	8/4/2023	8/4/2024	LIMIT $100,000	Deduct/1,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
Evidence Of Insurance

CERTIFICATE HOLDER
Registry Monitoring Insurance Services, Inc
1444 S Entertainment Ave,
Ste 110
Boise, ID 83709

CANCELLATION
SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE
Alex Panagakos/GREG

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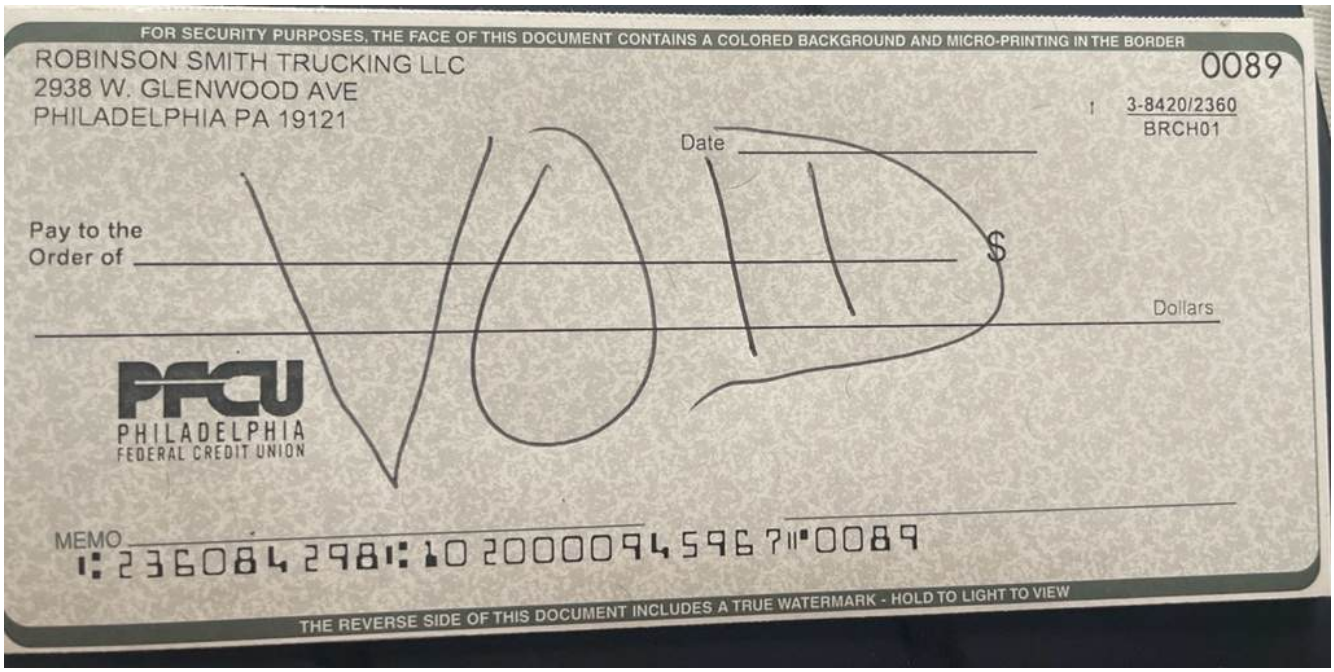
DOCUMENT 5

Voided Check

Blank check

When the broker pays via quick pay, he uses the bank information of the carrier from the voided check, and pays within **48–72 hours** while deducting **3–4%**.

PAID WITHIN	DEDUCTION
48 – 72 hours	3 – 4%



DRIVER

CDL

Commercial Driving License



Permits on CDL

HMSP

Hazmat permit

Legal ability to transport hazardous materials that could potentially harm the public and the environment.

TANKER

Tanker endorsement

Legal ability to transport bulk quantities of liquids and gasses via truck.

ACCESS

Card & certificates required to access seaport & airport

1

TWIC card

ACCESS TO SEA PORT

The Transportation Worker Identification Credential, also known as TWIC, is required by the Maritime Transportation Security Act for workers who need access to secure areas of the nation's maritime facilities and vessels.

> At times an escort is set up by the broker; this guy will take around **$100** to let you in the port area to conduct your business.

2

TSA certificate

ACCESS TO AIRPORT

TSA certifies cargo screening facilities located throughout the United States to screen cargo prior to providing it to airlines for transport on passenger flights.

CHECKLIST

Things you need to ask your carrier

Dispatcher has to have a strong grip over his clients' / carrier docs & details.

1. How old the MC is.
2. Max weight he can carry * this will differ from the legal weight.
3. Dead head he can cover.
4. Type of door.
5. Preferred lanes.
6. Accessories he has.

Documents required to get paid (for driver)

List of documents required, so the carrier can get his payment from either the factoring (NOA) company or brokerage (quick pay).

1. Rate Con
2. BOL | Bill of Lading / POD | Proof of Delivery
3. Invoice: load invoice
4. NOA / voided cheque to get his payment

***Note:** at times the broker is not set up with the factoring company, so quick pay is the route taken so the carrier can get its payment.

DOCUMENT · PAPERWORK

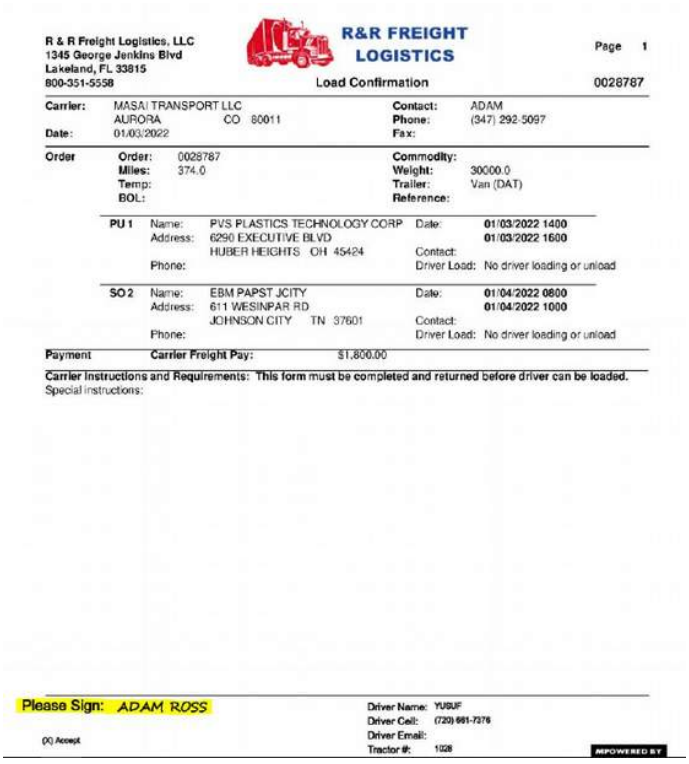
Rate Con

Rate Confirmation

- The first document the carrier receives, once they agree to pick the load up.
- It has the pick up location (PU1) & drop off location (SO2).
- Rate the carrier agreed on for this load (Carrier Freight Pay).

Details of dispatcher

1. Name
2. Contact info



R & R Freight Logistics, LLC
1345 George Jenkins Blvd
Lakeland, FL 33815
800-351-5558

R&R FREIGHT LOGISTICS

Page 1

Load Confirmation 0028787

Carrier:	MASAI TRANSPORT LLC AURORA CO 80011	Contact:	ADAM
Date:	01/03/2022	Phone:	(347) 292-5097
		Fax:	
Order	Order: 0028787	Commodity:	
	Miles: 374.0	Weight:	30000.0
	Temp:	Trailer:	Van (DAT)
	BOL:	Reference:	
PU 1	Name: PVS PLASTICS TECHNOLOGY CORP	Date:	01/03/2022 1400
	Address: 6290 EXECUTIVE BLVD HUBER HEIGHTS OH 45424		01/03/2022 1600
		Contact:	
	Phone:	Driver Load:	No driver loading or unload
SO 2	Name: EBM PAPST JCITY	Date:	01/04/2022 0800
	Address: 611 WESINPAR RD JOHNSON CITY TN 37601		01/04/2022 1000
		Contact:	
	Phone:	Driver Load:	No driver loading or unload
Payment	Carrier Freight Pay: $1,800.00		

Carrier Instructions and Requirements: This form must be completed and returned before driver can be loaded.
Special instructions:

Please Sign: ADAM ROSS

(X) Accept

Driver Name: YUSUF
Driver Cell: (720) 661-7376
Driver Email:
Tractor #: 1028

PAPERWORK

BOL

Bill of Lading

Document the carrier receives once the power unit (truck) is loaded with commodity.

1. Weight of commodity
2. Pickup location & drop off location
3. Check-in & check-out time (used for layover / detention / TONU charges)

PAPERWORK

POD

Proof of Delivery

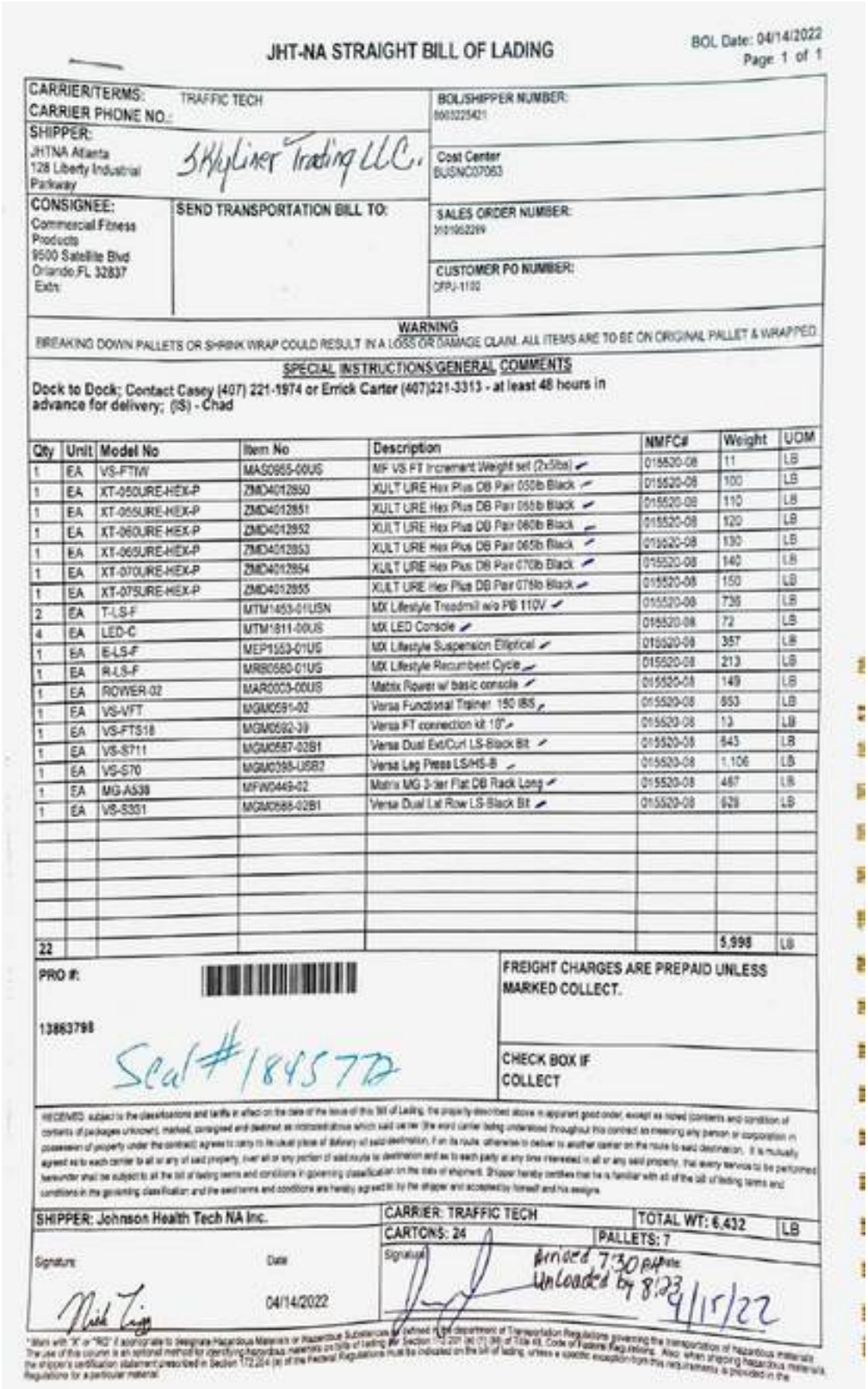
When the carrier delivers the load and gets the sign of the receiver on the BOL, it becomes the POD.

- Deliver the load at this address to get paid.
- Signatures – shipper or receiver; without these the carrier cannot get paid.
- Time in & time out.

PAPERWORK

POD

Proof of Delivery — sample



JHT-NA STRAIGHT BILL OF LADING

BOL Date: 04/14/2022
Page 1 of 1

CARRIER/TERMS: TRAFFIC TECH
CARRIER PHONE NO.:

BOL/SHIPPER NUMBER:
8601225421

SHIPPER:
JHTNA Atlanta
128 Liberty Industrial Parkway
3 Skyliner Trading LLC.

Cost Center
BUSNC07063

CONSIGNEE:
Commercial Fitness Products
9500 Satellite Blvd
Orlando FL 32837
Extn:

SEND TRANSPORTATION BILL TO:

SALES ORDER NUMBER:
3101052299

CUSTOMER PO NUMBER:
DPU-1102

WARNING
BREAKING DOWN PALLETS OR SHRINK WRAP COULD RESULT IN A LOSS OR DAMAGE CLAIM. ALL ITEMS ARE TO BE ON ORIGINAL PALLET & WRAPPED.

SPECIAL INSTRUCTIONS/GENERAL COMMENTS
Dock to Dock; Contact Casey (407) 221-1974 or Errick Carter (407)221-3313 - at least 48 hours in advance for delivery; (IS) - Chad

Qty	Unit	Model No	Item No	Description	NMFC#	Weight	UOM
1	EA	VS-FTW	MAS0955-00US	MF VS FT Increment Weight set (2x5lbs)	015520-08	11	LB
1	EA	XT-050URE-HEX-P	ZMD4012850	XULT URE Hex Plus DB Pair 050lb Black	015520-08	100	LB
1	EA	XT-055URE-HEX-P	ZMD4012851	XULT URE Hex Plus DB Pair 055lb Black	015520-08	110	LB
1	EA	XT-060URE-HEX-P	ZMD4012852	XULT URE Hex Plus DB Pair 060lb Black	015520-08	120	LB
1	EA	XT-065URE-HEX-P	ZMD4012853	XULT URE Hex Plus DB Pair 065lb Black	015520-08	130	LB
1	EA	XT-070URE-HEX-P	ZMD4012854	XULT URE Hex Plus DB Pair 070lb Black	015520-08	140	LB
1	EA	XT-075URE-HEX-P	ZMD4012855	XULT URE Hex Plus DB Pair 075lb Black	015520-08	150	LB
2	EA	T-LS-F	MTM1453-01USN	MX Lifestyle Treadmill w/o PB 110V	015520-08	736	LB
4	EA	LED-C	MTM1811-00US	MX LED Console	015520-08	72	LB
1	EA	E-LS-F	MEP1553-01US	MX Lifestyle Suspension Elliptical	015520-08	357	LB
1	EA	R-LS-F	MRB0580-01US	MX Lifestyle Recumbent Cycle	015520-08	213	LB
1	EA	ROWER-02	MAR0003-00US	Matrix Rower w/ basic console	015520-08	149	LB
1	EA	VS-VFT	MGM0591-02	Versa Functional Trainer 150 lBS	015520-08	553	LB
1	EA	VS-FTS18	MGM0592-39	Versa FT connection kit 18"	015520-08	13	LB
1	EA	VS-S711	MGM0587-02B1	Versa Dual Ext/Curl LS-Black Bit	015520-08	843	LB
1	EA	VS-S70	MGM0595-USB2	Versa Leg Press LS/HS-B	015520-08	1,106	LB
1	EA	MG-A538	MFW0449-02	Matrix MG 3-tier Flat DB Rack Long	015520-08	467	LB
1	EA	VS-S351	MGM0588-02B1	Versa Dual Lat Row LS-Black Bit	015520-08	628	LB
22						5,998	LB

PRO #:
13863798

Seal #184577

FREIGHT CHARGES ARE PREPAID UNLESS MARKED COLLECT.

CHECK BOX IF COLLECT

RECEIVED, subject to the classifications and tariffs in effect on the date of the issue of this Bill of Lading, the property described above in apparent good order, except as noted (contents and condition of contents of packages unknown), marked, consigned and destined as indicated above which said carrier (the word carrier being understood throughout this contract as meaning any person or corporation in possession of property under the contract) agrees to carry to its usual place of delivery at said destination, if on its route, otherwise to deliver to another carrier on the route to said destination. It is mutually agreed as to each carrier to all or any of said property, over all or any portion of said route to destination and as to each party at any time interested in all or any said property, that every service to be performed hereunder shall be subject to all the bill of lading terms and conditions in governing classification on the date of shipment. Shipper hereby certifies that he is familiar with all of the bill of lading terms and conditions in the governing classification and the said terms and conditions are hereby agreed to by the shipper and accepted by himself and his assigns.

SHIPPER: Johnson Health Tech NA Inc.
Signature: Nick Lingo
Date: 04/14/2022

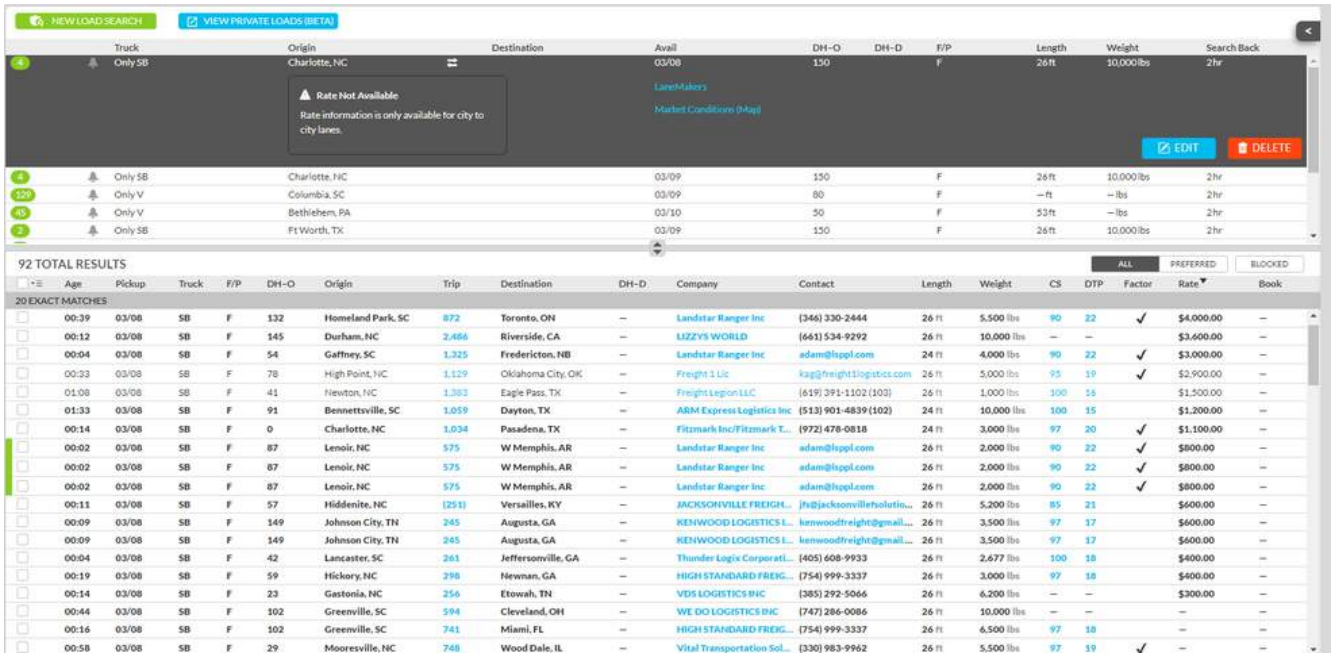
CARRIER: TRAFFIC TECH
CARTONS: 24
TOTAL WT: 6,432 LB
PALLETS: 7
Signature:
Arrived 7:30 AM
Unloaded by 8:23
4/15/22

* Mark with "X" or "NO" if appropriate to designate Hazardous Materials or Hazardous Substances as defined in the Department of Transportation Regulations governing the transportation of hazardous materials. The use of this column is an optional method for identifying hazardous materials on bills of lading per Section 172.201 (a) (1) (iii) of Title 49, Code of Federal Regulations. Also, when shipping hazardous materials, the shipper's certification statement prescribed in Section 172.204 (a) of the Federal Regulations must be included on the bill of lading, unless a specific exception from this requirement is provided in the Regulations for a particular material.

TOOLS

Load Board

Brokers post the loads on the load board; dispatchers can book the loads for carriers.



1

Broker posts

Loads are posted with origin, destination, equipment and rate.

2

Dispatcher searches

Filter by equipment, lane and dead head for your carrier.

3

Book the load

Call the broker, negotiate, and book it for the carrier.

COVERAGE

States in which we service



48 states
Coverage across the contiguous United States.

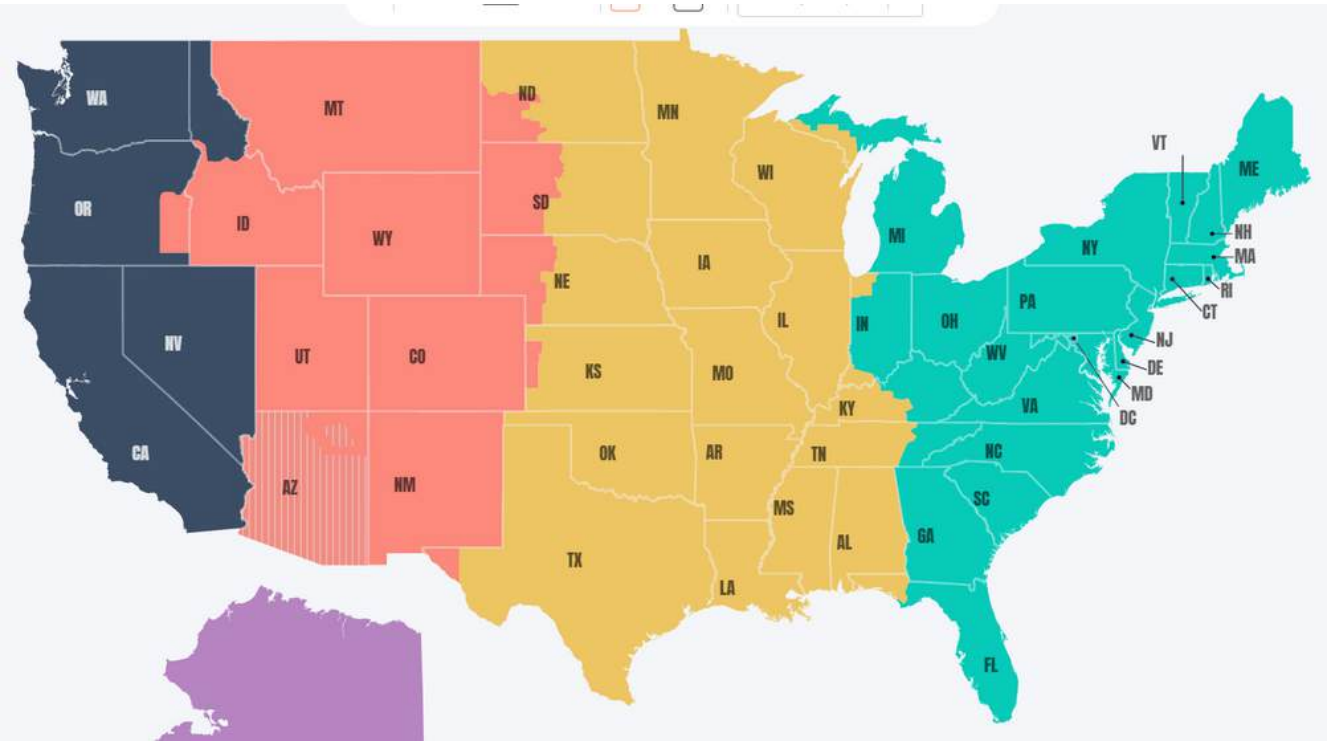
Regions
West · Midwest · Northeast · South

Lanes
Short haul, long haul, round trip and dedicated lanes.

COVERAGE

Time zones in which we service

Pacific time | Mountain time | Central time | Eastern time



SALES

Calling Script

Hey, this is **(your name)**. I am just trying to help my dispatch team fill out the space of 16 more trucks, so can I have your 27 seconds to explain each and everything regarding this?

POSITIVE RESPONSE

Great, I am actually a dispatch service provider. We provide our carriers high paying loads with as low dead head as possible so that you can earn a handsome amount of weekly gross. We are going to take care of each and everything for you. We are going to take care of all the paperwork, TONU, lumper and layover as well. We are going to negotiate with the broker for the best rates. We'll plan a route for you if you do OTR. We'll send you to the best market possible.

Can I ask what type of truck you have?
Great, we are specialized in managing and dispatching (type of truck, i.e. box truck).
How old is your MC?
What is the weight carrying capacity of your truck?
Could you share your current zip code?

AFTER ASKING THEM THESE QUESTIONS, ASK FOR THEIR DOCUMENTS:

"Can you please share with me your documents so we can be on board with you?"

1. MC Authority
2. W-9 Form
3. COI (Certificate of Insurance)
4. NOA (Notice of Assignments) if you use factoring
5. Voided check if you use quick pay

AFTER ASKING THEM THESE DOCUMENTS, TELL THE PERCENTAGE FOR THE TRUCK WE CHARGE PER LOAD:

"And sir, for all these services that we are providing you, we'll charge..."

7% Box truck and hotshot
Minimum 6%

5% All semi, i.e. dry van, reefer
Minimum 3%

EARNINGS

Trucks Weekly Gross

Typical weekly gross by equipment type.

Semi trucks	
Power only	$7,000
Dry van 53 ft	$8,000
Reefer 53 ft	$8,500
Flatbed 53 ft	$8,500
Stepdeck 53 ft	$8,500

Straight trucks	
Box truck 26 ft	$5,000

Hotshot / RAM	
Goose neck 20–40 ft	$5,000 – $7,000









SellDispatch

Thank you!

If you have any questions, you can ask.

SellDispatch is always ready to help you.

EMAIL
support@selldispatch.com

WEBSITE
www.selldispatch.com

Get started | Training signup