



## **CARRIER SET-UP REQUIREMENTS**

Welcome to USS Freight Dispatch. Please review all documentation and have the appropriate authorized person complete, sign and return the following items by email to [dispatch@ussfreight.com](mailto:dispatch@ussfreight.com) or fax to 806-214-1459.

### **Completed documentation needed:**

Dispatch Agreement  
Limited Power of Attorney  
Company/Carrier Profile  
Driver Information Sheet (Please complete one for each driver/fleet unit.)  
Truck/Trailer Assignments

### **Documentation needed to start Dispatching Services:**

Copy of Carrier's Authority                      Copy of the SS4 Form  
Copy of your DOT#                                Copy of Insurance Master Certificate  
Copy of your W-9

Copy of insurance certificate. **IMPORTANT:** Certificate of insurance needs to list the following:

USS Freight Brokerage Inc.  
dba USS Freight Dispatch  
PO Box 31433  
Amarillo, TX 79119

We require \$100,00 in Cargo and \$1,000,000 in Liability.

For questions/concerns regarding USS Freight Dispatch requirements please contact Stephanie Tvey at 806-382-2995 or the Corporate Office at 806-731-4750.

Thank you for choosing USS Freight Dispatching!



## Dispatcher Carrier Agreement

This Agreement is made this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_, by and between USS Freight Brokerage Inc. MC# 876060B (dba USS Freight Dispatch), hereafter referred to as DISPATCHER, and \_\_\_\_\_ (Company Contact) Motor Carrier \_\_\_\_\_ (Company Name) Carrier MC # \_\_\_\_\_.

Hereinafter referred to as CARRIER. WHEREAS, DISPATCHER is a transportation dispatcher handling the necessary paperwork between a SHIPPERS and the CARRIER in order to secure "CARGO" for said CARRIER.

WHEREAS, CARRIER is a Motor CONTRACT Carrier subject to the jurisdiction of the ICC and FMCSA: NOW, THEREFORE, in consideration of the promises and covenants hereinafter contained it is mutually agreed by and between parties hereto as follows:

### OBLIGATIONS OF DISPATCHER

USS Freight Dispatch will:

1. Find freight that best matches parameters of the Client.
2. Upon the Client approval, USS Freight Dispatch will email to shipper/broker the Client's credentials (Authority, W-9, Insurance, Profile, References) and any additional information needed to set up and secure the load.
3. Handle the setting of appointments if necessary (depending on agreement).
4. Assist with directions or any problems that arise in the transit of the load (when necessary) within our capabilities (depending on service agreement). Client is responsible for own equipment, hours of service requirements and costs related to operations.
5. All load information is available to Client at all times, USS Freight Dispatch will hold onto the load information until completed. Depending on scope of service USS Freight Dispatch will invoice factor/shipper/broker as agreed upon in scale of service. Once completed USS Freight Dispatch will keep all documents on file unless otherwise stated or needed by client. If client requires documents to be mailed, then client is responsible for document shipping costs.
6. USS Freight Dispatch can handle any and all invoicing, collections, etc. for the Client for a fee or as agreed upon in scale of service.
7. USS Freight Dispatch can assist in helping you set up factoring if needed as well as fuel advances depending on scale of service. This is offered through our partnership factoring services, separate from USS Freight Dispatching.
8. DISPATCHER bears no financial or legal responsibility in the transaction between the SHIPPERS and CARRIER agreement.
9. It is the Driver/Client responsibility to fully read and review all dispatching paperwork on any load agreed upon to ensure the integrity of the load and requirements are met.
10. DISPATCHER is not responsible for hours of service. Drivers/Companies are required to legally maintain and abide by the FMCSA rules and regulations to hours of service. Client will not hold USS Freight Dispatch/USS Freight Lines Inc/ USS Freight Brokerage Inc. responsible for any legal matters regarding Hours of Service. It is the driver's responsibility before they are dispatched on a load to check their hours of service available to ensure the load can be successfully delivered safely and legally to meet FMCSA requirements.



## Dispatcher Carrier Agreement

### OBLIGATIONS OF CARRIER

Provide the following:

1. A signed Limited Power of Attorney form.
  2. Copy of Client's Authority.
  3. Proof of Insurance Certificates, listing USS Freight Dispatch (dba USS Freight Brokerage Inc.) PO Box 31433, Amarillo, TX 79120 as a certificate holder. USS Freight Dispatch requires at least \$1,000,000 (Power) and at least \$100,00 in cargo coverage.
  4. A signed W-9.
  5. This Agreement form completed, dated, and signed.
  6. A list of established references.
  7. A completed Company Profile Sheet.
  8. Cell phone or contact phone number and name of main company contact(s).
- CARRIER agrees to pay DISPATCHER (10%) percent of the face value of loads or a flat rate service as listed in attachment A for additional dispatching services, CARRIER as stated on the load confirmation sheet. Carrier further agrees to pay DISPATCHER at time of securing cargo if being billed on a per load basis unless prior credit arrangements have been established.
  - CARRIER agrees to pay DISPATCHER within 24 hours after load has delivered. Payments can be made by ComData, EFS, Bank Transfer, or by Visa or Mastercard.
  - CARRIER agrees to exclusively use USS Freight Dispatching services and will not engage in using competing dispatching services while this agreement is in place, unless otherwise noted in Addendum Agreement.
  - CARRIER gives DISPATCHER authority to provide his signature for rate confirmation sheets, invoices and associated paperwork necessary for securing cargo and billing purposes. The terms of this agreement shall be perpetual, provided that either party may terminate same by giving 30 days' written notice to the other.
  - SHIPPER agrees to pay CARRIER promptly, following receipt of a freight bill and proof of delivery of each shipment to its assigned destination, free of damage or shortage. The amount to be paid by SHIPPER to CARRIER shall be established between parties on a per shipment basis prior to commencement of each individual shipment. A load confirmation including details of shipment and revenue to be paid will be supplied via EMAIL by SHIPPER to CARRIER. Confirmation will be signed by DISPATCHER and returned via EMAIL to SHIPPER
  - CARRIER shall be liable for loss, damage, or liability occasioned by the transportation of property arranged by DISPATCHER, SHIPPER while in the possession of carrier.
  - CARRIER will be responsible to comply with all applicable state and federal regulations pertaining to the operation of a motor carrier.
  - Client agrees to hold harmless, before, during and after the contract, all direct or indirect damages resulting from Client hauling of shipper's freight. This includes, but is not limited to loading problems or issues, delays, overages, shortages, damages, billing and collection issues as well as hours of services.
  - CARRIER agrees to hold DISPATCHER, BROKER, SHIPPER harmless from any liability for personal injury or property damage occurring during operation conducted by CARRIER pursuant to this agreement. In no event will USS Freight Dispatch/USS Freight Lines Inc./USS Freight Brokerage Inc be liable for any incidental, consequential, or indirect damages for the loss of profits, or business interruption arising out of this agreement.
  - Client agrees to notify USS Freight Dispatch before 8:00 CST on the day the truck or trucks are available for dispatch and advise of any immediate status change or delays. IF proper notice that the truck is no longer available, you may be subject to a \$50 fine that MUST be paid before we can accept any further opportunities for the truck.



## Dispatcher Carrier Agreement

- Client agrees they will give advance notice should the client not be available for dispatch. (If you need scheduled time off and/or not working for any amount of time, please let us know ASAP so we do not plan any loads for your truck.)

CARRIER and DISPATCHER agree that DISPATCHER, at great expense, has developed a broad customer base of shippers, receivers, and brokers that is essential to the successful operations of his company. CARRIER and DISPATCHER agree that disclosure of the identity of one or more of the companies said customers to CARRIER constitutes valuable consideration. During the term of this AGREEMENT and for a period of two (2) years from its termination, CARRIER shall not, directly or indirectly, solicit or do business involving transportation or of a warehousing nature with any the companies customers who are serviced by CARRIER as a result of this AGREEMENT unless otherwise agreed by the parties in writing.

Carrier acknowledges that the customer information being provided by DISPATCHER is the sole and exclusive property of DISPATCHER and that neither it, nor any employee, agent, or subcontractor shall back-solicit, directly or indirectly, communicate or perform any service for compensations for any account of DISPATCHER which has previously tendered to CARRIER for transportation, nor shall it pass on or reveal any customer information obtained to any other person or company.

Solicitation prohibited under this AGREEMENT means participation in any conduct, whether direct or indirect, the purpose of which involves transportation and/or handling of property by CARRIER for which CARRIER does, or did in the past, provide such service for that customer under arrangements first made or procured by DISPATCHER. Solicitation includes conduct initiated or induced by CARRIER, or accepted by CARRIER, upon inducement by DISPATCHER efforts.

If CARRIER should perform services of a transportation or warehousing nature for compensation for any DISPATCHER customer without prior documented authorization from DISPATCHER during the applicable time period in violation of this AGREEMENT, CARRIER shall pay to DISPATCHER within ten (10) days of each such violation an amount equal to (10%) of all revenues invoiced by CARRIER to the solicited customer. Where a dispute or disagreement arises, both parties agree to tender the issue to binding arbitration in the jurisdiction of Federal and State courts located in Randall County in the state **TEXAS**.



## Dispatcher Carrier Agreement

CARRIER acknowledges that a breach of this provision will give rise to immediate and irreparable injury to DISPATCHER, which is inadequately compensated in damages. Accordingly, CARRIER agrees that DISPATCHER is entitled to obtain injunctive relief against the breach or threatened breach by CARRIER of this obligation, in addition to any other legal remedies, which may be available.

CARRIER further acknowledges that the precise damages DISPATCHER would sustain out of any breach of this covenant may be difficult to ascertain and agrees that it shall pay as damages, twenty-five (25) percent of the aggregate of all rates and charges assessed by CARRIER for transportation services provided to any account of DISPATCHER that is handled in contravention of this agreement, plus liquidated damages of ten thousand (\$10,000.00) dollars.

CARRIER agrees that it will function under terms of this agreement strictly as duly permitted contract carrier, and hereby waves any and all rate provisions, which may be contained in its published carrier tariffs.

This agreement shall be deemed to be effective on the first date that CARRIER, DISPATCHER, and SHIPPER commence business together, and the parties hereby agree that the provisions herein properly express and memorialize the complete understanding as contained in any prior agreement either written or verbal. If CARRIER chooses to terminate this agreement, then signed 30-day notification of cancellation must be received by USS Freight Dispatching. CARRIER shall not, directly or indirectly, solicit or do business involving transportation or of a warehousing nature with any the companies customers who are serviced by CARRIER as a result of this AGREEMENT unless otherwise agreed by the parties in writing, for the period of two (2) years from its termination,

**Dispatcher**

**Motor Carrier** \_\_\_\_\_

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Printed Name and Title

\_\_\_\_\_  
Printed Name and Title

\_\_\_ / \_\_\_ / \_\_\_  
Date

\_\_\_ / \_\_\_ / \_\_\_  
Date

USS Freight Dispatching  
PO Box 31433  
Amarillo, TX 79120  
(806) 731-4750  
[dispatch@ussfreight.com](mailto:dispatch@ussfreight.com)  
[www.ussfreight.com](http://www.ussfreight.com)



ATTACHMENT A

- Initial \_\_\_\_\_ Carrier agrees to pay USS FREIGHT DISPATCHING SERVICE 10 % of the face value of the load, in return USS Freight Dispatching Services agrees to help with all listed duties and operations as listed on the Dispatcher Carrier Agreement. Carrier agrees not to utilize any additional dispatching services while utilizing the full operations dispatching option.
- Initial \_\_\_\_\_ CARRIER agrees to a minimum of a 1 month service agreement for our full service dispatching services listed above and/or in the master USS Freight Dispatching Service Agreement, and will not use competitor services at the same time and duration of this agreement with USS Freight Dispatching Service.
- Initial \_\_\_\_\_ CARRIER agrees to pay DISPATCHER SERVICES within 24 hours after load has delivered. Payments can be made by Comdata, EFS, Bank Transfer, or by Visa or Mastercard.
- Initial \_\_\_\_\_ Carrier agrees to pay USS FREIGHT DISPATCHING SERVICE 7% of the face value of the load for finding loads, filling out carrier set up packs, setting up fuel advances when needed, and invoicing the shipper\broker only. (All other services will be billed separately.)
- Initial \_\_\_\_\_ CARRIER agrees to a minimum of a 1 month service agreement for our basic service dispatching services listed above and/or in the master USS Freight Dispatching Service Agreement, and will not use competitor services at the same time and duration of this agreement with USS Freight Dispatching Service.
- Initial \_\_\_\_\_ CARRIER agrees to pay DISPATCHER SERVICES within 24 hours after load has delivered. Payments can be made by Comdata, EFS, Bank Transfer, or by Visa or Mastercard.

**Dispatcher** \_\_\_\_\_

**Motor Carrier** \_\_\_\_\_

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Printed Name and Title

\_\_\_\_\_  
Printed Name and Title

\_\_\_ / \_\_\_ / \_\_\_  
Date

\_\_\_ / \_\_\_ / \_\_\_  
Date

**USS Freight Dispatching Service.**

PO Box 31433  
Amarillo, TX 79120  
(806) 731-4750

[dispatch@ussfreight.com](mailto:dispatch@ussfreight.com)  
[www.ussfreight.com](http://www.ussfreight.com)



USS Freight Dispatching Service  
Power of Attorney

Company \_\_\_\_\_  
Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
City: \_\_\_\_\_  
State: \_\_\_\_\_ Zip Code: \_\_\_\_\_  
Phone: \_\_\_\_\_  
Contact: \_\_\_\_\_

I, \_\_\_\_\_, hereby appoint **USS Freight Brokerage Inc. of PO Box 31433, Amarillo, TX 79120**, as my Attorney-in-Fact ("USS Freight Dispatcher").

**USS Freight Brokerage Inc.** authorized USS Freight Dispatchers shall have full power and authority to act on my behalf. This power and authority shall authorize **USS Freight Brokerage Inc.** to manage and conduct affairs and to exercise all of my legal rights and powers, including all rights and powers that I may acquire in the future. **USS Freight Brokerage Inc.** powers shall include, but not be limited to, the power to:

- Contact shippers and brokers on my behalf for any type of freight cargo.
- Transfer of Paperwork (Carrier Setup Packets, Rate Confirmation, Invoices, Bill of Ladings, Lumper Receipts, Proof of Delivery, and any other Documents) to move any freight cargo for shippers and, or any authorized brokers.
- Sign and Execute Rate Confirmations for freight.
- Transfer of Carrier Company Credentials (W-9, FMCSA Authority Documents, Carrier Cargo and Liability Certificate of Insurance, SS-4 Form, and Carrier Company Credentials, and other Documents) to move freight and, or cargo for shippers, and any authorized freight and, or cargo brokers.
- Submitting load documents for carrier (Bill of Lading, Proof of Delivery, Rate Confirmation, Lumper Receipts, Invoices, and all other Load Documents Required) to shippers, brokers, and, or current carrier factoring company for payment of delivered load.
- Invoicing, Factoring Processing, Fuel Advance Processing, Accounts Receivables and Collection Calls.
- Processing requirements for the FMCSA (IFTA taxes, FORM 2290, Quarterly Filing, UCR, MC150, BOC3, IRP, Cab Card Registration, Drug Consortium Review, Compliance.)

This Power of Attorney shall be construed broadly as a General Power of Attorney. The listing of Specific powers is not intended to limit or restrict the general powers granted in this Power of Attorney in any manner.

**USS Freight Brokerage Inc.** authorized USS Freight Dispatchers shall not be liable for any loss that results from a judgment error that was made in good faith. However, **USS Freight Brokerage Inc.** authorized USS Freight Dispatchers shall be liable for willful misconduct or the failure to act in good faith while acting under the authority of this Power of Attorney.





USS Freight Dispatching Service  
Power of Attorney

I authorize my **USS Freight Dispatcher** to indemnify and hold harmless any third party who accepts and acts under this document. **USS Freight Brokerage Inc.** shall be entitled to reasonable compensation for any services provided as my **USS Freight Dispatcher**. **USS Freight Brokerage Inc.** shall be entitled to reimbursement of all reasonable expenses incurred in connection with this Power of Attorney.

**USS Freight Brokerage Inc.** shall provide an accounting for all acts performed as my **USS Freight Dispatcher**, if I so request or if such a request is made by any authorized personal representative or fiduciary acting on my behalf. This Power of Attorney shall become effective immediately and shall not be affected by my disability or lack of mental competence, except as may be provided otherwise by an applicable state statute.

This is a Durable Power of Attorney. This Power of Attorney shall continue effective for **(24 Months)**. This Power of Attorney may be revoked by me at any time by providing **(30 Days)** written notice to my **USS Freight Dispatcher**.

Dated \_\_\_\_\_, 20 ( )

\_\_\_\_\_ Company Name

\_\_\_\_\_ Signature

\_\_\_\_\_ Printed Name and Title





**USS Freight Dispatch**  
PO Box 31433  
Amarillo, TX 79120  
Phone: (806) 731-4750  
Fax: (806) 214-1459  
Email: [disapctch@ussfreight.com](mailto:disapctch@ussfreight.com)  
Website: [www.ussfreight.com](http://www.ussfreight.com)

**CARRIER PROFILE FORM**

Carrier Name \_\_\_\_\_

Motor Carrier # \_\_\_\_\_ USDOT # \_\_\_\_\_

Contact Name \_\_\_\_\_

Phone: \_\_\_\_\_ Cell: \_\_\_\_\_ Fax: \_\_\_\_\_

Emergency #: \_\_\_\_\_ Email: \_\_\_\_\_

Physical Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

**Type of equipment**

Number of Trailers:	Type:	Length (48' or 53')
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

**Company Information**

# of Owner Ops: \_\_\_\_\_

# of Company Drivers: \_\_\_\_\_

# of Trucks with Team Drivers: \_\_\_\_\_

Any additional notes or comments:

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**USS Freight Dispatch**

PO Box 31433

Amarillo, TX 79120

Phone: (806) 731-4750

Fax: (806) 214-1459

Email: [support@ussfreightbrokerage.com](mailto:support@ussfreightbrokerage.com)

Website: [www.ussfreight.com](http://www.ussfreight.com)

**Driver Information Sheet**

*Required if your company has been in business for less than 1 year*

Company Name: \_\_\_\_\_

MC# \_\_\_\_\_ USDOT # \_\_\_\_\_

**Driver Information**

<b>Name (First, Middle Initial, Last)</b>	<b>Commercial Driver's License number</b>	<b>Driver Phone Number</b>	<b>Equipment Unit # Trailer #</b>	<b>Tractor Vin # Plate #</b>	<b>Trailer Vin# Make, Model, Size Plate #</b>
1. _____	_____ EXP _____	_____	_____	_____	_____
2. _____	_____ EXP _____	_____	_____	_____	_____
3. _____	_____ EXP _____	_____	_____	_____	_____

**PRINCIPAL AND/OR OWNER INFORMATION**

Name: \_\_\_\_\_ Address: *(If different from main company)* \_\_\_\_\_ Phone \_\_\_\_\_

PLEASE FAX COMPLETED FORM TO CARRIER COMPLIANCE: (806) 214-1459 OR

EMAIL: [support@ussfreightbrokerage.com](mailto:support@ussfreightbrokerage.com)



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Website: [www.ussfreight.com](http://www.ussfreight.com)

NEW CARRIER QUESTIONNAIRE

Required if your company has been in business for less than 1 year

Company Name: \_\_\_\_\_

MC# \_\_\_\_\_ USDOT # \_\_\_\_\_

Customer References (Companies you have recently hauled for)

Company	Contact	Phone Number
1. _____	_____	_____
2. _____	_____	_____
3. _____	_____	_____
4. _____	_____	_____
5. _____	_____	_____

Credit References (Companies or individuals you pay)

Company	Contact	Phone Number
1. _____	_____	_____
2. _____	_____	_____
3. _____	_____	_____

PRINCIPAL AND/OR OWNER INFORMATION

Name: \_\_\_\_\_

Address: (If different from main company)

Phone: \_\_\_\_\_

PLEASE FAX COMPLETED FORM TO CARRIER COMPLIANCE: (806) 214-1459 OR

EMAIL: [support@ussfreightbrokerage.com](mailto:support@ussfreightbrokerage.com)



Email: support@ussfreightbrokerage.com

**CREDIT CARD AUTHORIZATION**

Processing Agent: Stephanie Tuey

I AUTHORIZE USS FREIGHT BROKERAGE INC., and/or USS Freight Dispatching Service to charge the following: described credit/debit card for authorized approved purchases relating to any USS Freight Dispatching Service charges, new company set up, and all other services provided (MC, USDOT, UCR, IRP/ IFTA setup, Permits in NY, KY, OR and NM, USS FREIGHT BROKERAGE INC., and/or USS Freight Dispatching Services) All charges must be verified prior via TEXT or EMAIL approval by company owner.

Card Holder's Name on Card: \_\_\_\_\_

Credit/Debit Card Type: \_\_\_\_\_ Visa \_\_\_\_\_ MasterCard \_\_\_\_\_ Amex

Credit/Debit Card Number: \_\_\_\_\_ Ex. Date: \_\_\_\_\_

Security Code \_\_\_\_\_

Cardholders Contract Information:

Billing Address \_\_\_\_\_

City: \_\_\_\_\_ State: TX \_\_\_\_\_ Zip Code: \_\_\_\_\_

Phone# \_\_\_\_\_ Cell # \_\_\_\_\_

MC # \_\_\_\_\_ Company Name: \_\_\_\_\_

E-mail address (please print clearly) \_\_\_\_\_

Signature \_\_\_\_\_ Date: \_\_\_\_\_

Printed Name \_\_\_\_\_ Date: \_\_\_\_\_