



We must have available in our office the following information on all carriers prior to loading:

- 1. Certificate of Insurance: General Liability (Require \$1,000.000)  
Certificate of Insurance: Cargo Insurance (Require \$35,000 for fertilizer, \$100,000 for food) \* See Insurance requirement Form **Allready Logistics MUST be as a certificate Holder**
- 2. MC# Or DOT# letter
- 3. Proof of Workmen's Compensation **or** Signature of this document.
- 4. Signed W-9 Form
- 5. Signed Contract For Transportation of Property Between Allready Logitistics and a Motor Contract Carrier and/or Broker Contract
- 6. Motor Carrier Fitness Survey
- 7. Signed General Safety Regulations for Carriers or Brokers
- 8. ACH-Direct Deposit form if using Today Pay, Quick Pay, Fast pay option \* See Payment term Form

A fax copy of the authorities and insurance will be acceptable to initiate transacting a load. However, the certificate of insurance must be original issue from your insurance agent, naming Allready Logistics as an additional insured in addition to the above, please provide us with the following information:

**Billing and Payment Information:**

**NOW RECEIVING BY E-mail at: [invoices@allreadylogistics.com](mailto:invoices@allreadylogistics.com)**

We request that you **FAX** a copy of the Bill of Lading signed by the consignee as soon as possible after delivery of the load in order to confirm delivery and begin the billing and payment cycle. Then mail **original** to address above. The number to **FAX** to is **(208) 226-7652**. The following information must be provided to ALLREADY LOGISTICS in order for you to be pay on a timely manner:

\*A complete invoice showing the (ALERT No) you were provided when you accepted the load from ALLREADY LOGISTICS

\*A copy of the Bill of Lading if it has not already been Faxed to us. The consignee must sign the Bill of Lading. Any other documentation required by the shipper. Any unique requirements will be communicated to you when the order is tendered.

If you have any questions on billing you can call **(208) 226-2068** Please make sure to have the Alert number available when you call or e-mail at [Pilar@allreadylogistics.com](mailto:Pilar@allreadylogistics.com)  
ALLREADY LOGISTICS pays carrier bills on a **THIRTY DAY(30)** cycle or less when it was received if all these requirements are met.

**Workmen's Compensation:**

If you are required to carry workmen's Compensation please forward us a certificate listing Allready Logistics as the certificate holder.

If you are not required to carry workmen's compensation and one of the following applies to your Company please check the appropriate box and sign below.

My state does not required our company to carry workmen's compensation insurance

My trucks are all operated by owner operators and I am not required to carry workmen's compensation insurance

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Print