

Carrier Setup Packet

Welcome to Royal Logistics LLC! Please complete, sign and return the following items by email to: **Accounts@royallogisticservices.com**

To sign on with Royal Logistics LLC:

- Dispatch Agreement
- Limited Power of Attorney
- Company Carrier Profile
- Driver Information Sheet (If available)
- Truck/Trailer assignments (If available)

To start your Dispatching Services:

- Copy of Carrier's Authority
- Copy of your DOT #
- Copy of W-9
- Copy of Driver CDL License
- Copy of Insurance Certificate.

We require \$100,000 in cargo and \$1,000,000 in liability coverage

Once your paperwork is processed, you will be contacted promptly with all pertinent information.

For any questions/concerns regarding **Royal Logistics LLC** requirements, please feel free to contact us at **(503)567-2450**.

THANK YOU FOR THE OPPORTUNITY TO SERVE YOU

Royal Logistics LLC

Dispatch Agreement

1. Recitals

This agreement made as of this _____ day of _____, 20____ by and between Royal Logistics LLC, hereinafter referred to as Dispatch and _____ (Contact Name) of _____ (Company Name),

Hereinafter referred to as Client, desires to retain Royal Logistics LLC by executing a Limited Power of Attorney form to secure freight for and dispatch Client's equipment. Client must prior to the implementation of this agreement furnish to Royal Logistics LLC the following:

1. A signed Limited Power of Attorney form.
2. Copy of Client's authority.
3. Proof of insurance certificates.
We require \$100,000 Cargo and \$1,000,000 in liability coverage.
4. A completed W-9 form.
5. A completed dispatch agreement.
7. A completed company profile sheet.
8. Cell phone or contact phone number and name of main company contact(s).

2. Service Plan Requested

Standard Service Plan (Standard fee is 8% of linehaul)

3. Statement of the Work

Royal Logistics LLC will:

- Find freight that best matches profile of the Client and negotiate to receive the highest possible payment for Client.
- Once Client agrees to the load, the Dispatcher will fax to the shipper/broker the Client's W-9, copy of active authority and insurance, and order insurance certificates if required, along with any other required supporting documentation.
- Handle and coordinate scheduling of appointments, if necessary.
- Prepare directions to shipper/consignee, if necessary.

- Assist with any problems that arise in the transit of the load, when necessary, and within our capabilities. Clients are responsible for their own equipment; however, we will help direct you to a service that may be helpful.
- All load information is always available to the Client and the Dispatcher will hold onto the dispatch, accessorial information, etc. until each load is completed. Once completed Dispatcher will mail all documents to the Client unless the Client has chosen for Dispatcher to perform the invoicing.
- If the Client chooses to have Dispatcher do the invoicing, all paperwork will remain with Dispatcher until invoicing is complete and then they will be returned to the Client.
- Upon forwarding the final load confirmation, and mailing all documentation to the Client, the services of the Dispatcher have been fully performed, unless you have elected Dispatcher to perform the invoicing, at which point Dispatcher will invoice the broker/shipper for you. The payment will be made to you, the Client, at which point you will be required to pay the agreed fees to the Dispatcher.

4. Consideration

The Client agrees to pay the Dispatcher as per the agreed quotes and terms, as stated in Section 2 of this agreement. These agreed term rates will be required to be paid to the Dispatcher as per the conditions of this agreement. A 5-day grace period will be allowed before the account becomes overdue. At 13 days the account will be suspended and a reactivation fee of \$100 will apply in addition to any overdue fees. After 30 days the account may be placed for collection.

The dispatcher will invoice the Client as per the terms of the agreement via email, U.S. mail, or fax. Payment can be made to the Dispatcher by certified check, money order, PayPal, credit/debit card payment, or bank transfer. Once the payment is processed Client will be sent a confirmation receipt via email, U.S. mail, or fax.

5. Additional Provisions

In no event will Dispatcher be liable for any incidental, consequential, or indirect damages for the loss of profits, or business interruption arising out of the use of the service.

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, and billing and collection issues, and hours of services.

The Client will be responsible for notifying the Dispatcher of changes to authority, insurance, client profile, or ownership.

The Dispatcher will work within the established parameters of the Clients' company/carrier profile.

The Dispatcher will notify the Client of best-matched loads for approval prior to making a haul commitment.

The Dispatcher will fax or email all necessary documentation to the broker directly, along with final approval once the Client has approved load or a designated representative.

The Dispatcher will notify the Client of the required qualifications or additional insurance if necessary for load approval.

In the event that the dispatcher books a load matching the client's truck posting, the client agrees to pay the dispatcher as agreed in Section 2 of this agreement for services rendered. NOTE: To avoid charges for unavailable equipment, it is imperative to notify the Dispatcher immediately if the truck is unavailable.

The Client agrees to notify Dispatcher before 07:00 am PST on the day the truck or trucks are available for dispatch and to advise the Dispatcher of any immediate status change or delays. If you do not give the 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.

The Client agrees that if a higher linehaul rate is needed for the shipment they will notify the Dispatcher BEFORE the load is secured. Once the Client tells the Dispatcher that they will accept the shipment at a specific rate, this is a verbal acceptance and the load will be secured. Should the Client back out or ask for more money after the load has been secured, there will be a penalty of \$100 for the first occurrence, \$200 for the second occurrence that MUST be paid before we can accept another load on the Client's behalf. If this happens more than twice (2), the Dispatcher has the right to terminate the agreement between Dispatcher and the Client.

The Client agrees that they will notify the Dispatcher in a timely fashion should the Client is not available for dispatch for longer than one day. (If you are not working for an amount of time, please let us know ASAP so that we do not plan any loads for your truck or trucks.)

The Client has the right to end the agreement at any time for any reason, provided that the Client account is up to date with no fees being owed.

6. Disclaimer

The Dispatcher is NOT responsible for:

- DOT Compliance issues.
- Load problems resulting from driver's failure to verify or properly secure load.
- SPIKE insurance

7. Governing Law

This agreement shall be governed and construed in accordance with the laws of the State of Oregon without giving effect to any choice of law or conflicts of laws provision or rule (whether of the State of Oregon or any other jurisdiction) that would cause the application of the laws of any jurisdiction other than those of the State of Oregon.

8. Jurisdictions and Venues

Dispatcher and Client hereby consent to and agree to submit to the jurisdiction of the Federal and State courts located in Oregon in connection with any claims or controversies arising out of the Agreement.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as the date written.

Date: _____

(Print Client company Name)

(Signature of Representative)

(Print Representative Name/Title)

(Print Company Name)

(Dispatcher Representative)

(Print Representative Name/Title)

Royal Logistics LLC

Limited Power of Attorney

This Limited Power of Attorney (the "Agreement") is made and effective _____ (Date).

BETWEEN: Royal Logistics LLC (the "Attorney"), a company organized and existing under the laws of Oregon, with its head office located at: 3762 Lolo Pass Way Ne #102 Salem, Oregon 97305.

AND: _____ (the "Client"), a company organized and existing under the laws of the State of _____ with its head office located at _____

RECITALS

KNOW ALL MEN BY THIS PRESENTS, that this Power of Attorney is given by Client to Royal Logistics LLC and that the Client hereby appoints Royal Logistics LLC to be its representative and to do its name and on its behalf anything that the Client can lawfully do by an attorney, limited to professional dispatching services.

1. Contract Powers

To make, do, and transact the business of procuring and securing freight for Client and in its name, and as its acts and deed, to sign, seal, execute, deliver, and acknowledge such transportation contracts, agreements, bills of lading, bills, releases, and such other documents and instruments in writing of whatever kind and nature as may be necessary or proper in the premises, as fully of Client might do if done in its own capacity.

2. Settlement Powers

To submit to shippers and brokers matters, which are now subsisting or may hereafter arise between Client and Royal Logistics LLC and any other person or persons, or in which any matter of interest or claimed by Client may be concerned.

3. Business Interests

To modify or amend any agreement to which the Client may be a party in which Royal Logistics LLC entered on behalf of the Client, modify such interest to or with such person or persons as Royal Logistics LLC may deem proper and on such terms and with such security as Royal Logistics LLC may deem appropriate to which Royal Logistics LLC has entered into on behalf of the Client.

4. Photographic Copies

Photographic or other facsimile reproductions of this executed power may be made and delivered by Royal Logistics LLC and may be relied upon by any person to the same extent as though the copy were original. Anyone who acts in reliance upon any representation or certificate of Royal Logistics LLC, or upon a reproduction of this power, shall not be liable for permitting Royal Logistics LLC to perform any act pursuant to this power.

IN WITNESS WHEREOF, the parties heretofore have executed this Agreement on the date below.

Date: _____

(Print Client company Name)

(Print Company Name)

(Signature of Representative)

(Dispatcher Representative)

(Print Representative Name/Title)

(Print Representative)