



Onwheelz LLC

CARRIER SETUP & BROKER-CARRIER AGREEMENT PACKET

Confidential – For Carrier Use Only

Broker Information

Legal Name: Onwheelz LLC

Address: 63 Chestnut Rd, 9A-1, Paoli, PA 19301

MC #: 1759317

USDOT #: 4461115

Email: info@Onwheelz.org

Phone: (315) 362-6339

1. COVER & INSTRUCTIONS

This Carrier Setup Packet is required for all motor carriers seeking approval to transport freight on behalf of **Onwheelz LLC** ("Broker").

Please complete all applicable sections and return the packet with required documents to **info@Onwheelz.org**.
Incomplete packets will not be approved.

2. REQUIRED DOCUMENTS CHECKLIST

- ☐ Completed Carrier Profile
- ☐ Signed Broker-Carrier Agreement
- ☐ W-9 (legal name must match FMCSA)
- ☐ Active FMCSA Authority (Property)
- ☐ Certificate of Insurance (COI)
- ☐ Workers' Compensation Certificate or Exemption
- ☐ Carrier References (minimum two)
- ☐ Payment / ACH Setup
- ☐ Notice of Assignment (NOA) – if factoring
- ☐ Quick Pay Election (optional)



3. CARRIER PROFILE

Legal Carrier Name (FMCSA): _____

DBA (if any): _____

MC #: _____ **USDOT #:** _____

EIN / SSN: _____

Years in Business: _____

Physical Address:

Mailing Address (if different):

Primary Contact Name: _____

Title: _____

Phone: _____

Email: _____

Dispatch / After-Hours Phone: _____

Safety Contact (if different): _____

4. EQUIPMENT & OPERATIONS

Equipment (check all that apply):

☐ Dry Van ☐ Reefer ☐ Flatbed ☐ Power Only ☐ Step Deck ☐ Box Truck

☐ Other: _____

Operating States / Regions: _____

ELD Provider: _____

Tracking Capability: ☐ ELD Link ☐ Phone ☐ Email ☐ GPS App

Owner-Operators Used: ☐ Yes ☐ No

(If yes, Carrier confirms all owner-operators operate under Carrier's authority.)

5. WORKERS' COMPENSATION ACKNOWLEDGEMENT

Carrier represents (check one):

- ☐ Carrier maintains Workers' Compensation insurance as required by law
- ☐ Carrier is legally exempt from Workers' Compensation requirements

Carrier agrees to **indemnify, defend, and hold harmless** Onwheelz LLC and its customers from any claims arising from injury to Carrier's employees, agents, contractors, or representatives.

Authorized Signature: _____ **Date:** _____

6. CARRIER REFERENCES

Reference #1

Company Name: _____
Contact Name / Title: _____
Phone / Email: _____

Reference #2

Company Name: _____
Contact Name / Title: _____
Phone / Email: _____

7. INSURANCE REQUIREMENTS

Carrier shall maintain, at minimum:

- **Auto Liability:** \$1,000,000 CSL
- **Cargo Insurance:** \$100,000 minimum
- **Workers' Compensation:** As required or exempt

COI Requirements:

- Policy numbers and expiration dates must be shown
- 30-day notice of cancellation
- Cargo coverage must be listed

**Certificate Holder:**

Onwheelz LLC

63 Chestnut Rd, 9A-1, Paoli, PA 19301

Email: info@Onwheelz.org

Failure to maintain insurance may result in immediate suspension or termination.

8. PAYMENT & BILLING REQUIREMENTS

8.1 Invoice Requirements

Carrier invoice package must include:

1. Carrier invoice
2. Rate Confirmation number
3. Signed Proof of Delivery (POD)
4. Approved accessorial documentation (if applicable)

Payment clock begins only upon receipt of complete paperwork.

8.2 Standard Payment

☐ Net 30 Days

☐ Net 60 Days

Carrier agrees not to seek payment from shipper, consignee, or receiver.

8.3 QUICK PAY PROGRAM (OPTIONAL)

Onwheelz LLC offers an optional **Quick Pay** program, subject to approval.

PAYMENT OPTION	TIMELINE	SERVICE FEE
IMMEDIATE PAY	Same business day	5.0%
QUICK PAY	3-7 business days	2.5% - 3.5%
STANDARD PAY	Net 30	0%
EXTENDED PAY	Net 60	0%

Important:

- Quick Pay is a **payment acceleration service**, not a rate discount
- Fee is deducted from invoice amount
- Factoring requires valid NOA prior to Quick Pay

Carrier Selection (check one):

- ☐ Immediate Pay
- ☐ Quick Pay
- ☐ Standard Pay
- ☐ Extended Pay

Authorized Signature: _____ **Date:** _____

9. FACTORING / NOTICE OF ASSIGNMENT

If Carrier uses factoring, Carrier must submit a valid **Notice of Assignment (NOA)**.

Onwheelz LLC will remit payment **only** to the party listed on the NOA. Carrier remains responsible for all disputes with its factoring company.

- ☐ Carrier uses factoring ☐ Carrier does not use factoring

10. BROKER-CARRIER AGREEMENT

This Broker-Carrier Agreement ("Agreement") is entered into between:

Broker: Onwheelz LLC

Carrier: _____

10.1 Independent Contractor

Carrier is an independent contractor and not an employee or agent of Broker.

10.2 Authority & Compliance

Carrier warrants it holds valid FMCSA authority and will comply with all applicable laws and regulations.

10.3 No Subcontracting / No Double Brokering

Carrier shall not broker, reassign, or subcontract any shipment without Broker's prior written consent.

Violation constitutes material breach and grounds for immediate termination and non-payment.

10.4 Rate Confirmations

Each shipment shall be governed by a written Rate Confirmation. Shipment-specific terms control.

10.5 Equipment & Drivers

Carrier is solely responsible for equipment, drivers, wages, taxes, and compliance.

10.6 Insurance

Carrier shall maintain required insurance at all times.

10.7 Billing & Payment

Carrier shall invoice Broker only and shall not pursue Broker's customers for payment.

10.8 Cargo Liability

Carrier assumes full responsibility for loss, damage, delay, or contamination of cargo.

10.9 Indemnification

Carrier agrees to indemnify and hold harmless Broker and its customers from all claims arising from Carrier's performance.

10.10 Confidentiality & Non-Solicitation

Carrier shall not disclose Broker information or solicit Broker customers during or after the term of this Agreement.

10.11 Termination

Either party may terminate with written notice. Broker may terminate immediately for material breach.

10.12 Governing Law

This Agreement shall be governed by the laws of the **Commonwealth of Pennsylvania**.

11. SIGNATURES

BROKER - Onwheelz LLC

Authorized Signatory: _____

Title: _____

Signature: _____ Date: _____

CARRIER

Legal Name: _____

Authorized Signatory: _____

Title: _____

Signature: _____ Date: _____