

CARRIER ONBOARDING PACKET & CHECKLIST

Setup Guide & Document Intake

OFFICIAL OPERATIONS & DISPATCH CONTACT DIRECTORY

Corporate Address: 19266 Coastal Hwy, Rehoboth Beach, DE 19971 · Website: <https://www.shippingwish.com>

Operations Desk: operations@shippingwish.com · General Inquiries: info@shippingwish.com

Main Operations: +1 (917) 737-0021 **24/7 Dedicated Dispatch Desk: +1 (551) 400-6300**

1. DISPATCH FULFILLMENT & SERVICE PRINCIPLES

Shipping Wish LLC serves as your dedicated, non-asset operations desk. We partner with licensed motor carriers to secure high-RPM spot freight, plan profitable reloads, eliminate deadhead miles, handle broker negotiations, and provide 24/7 backend dispatch administration.

100% Direct Carrier Pay

Brokers remit payments directly to your factoring company or bank via ACH. Shipping Wish never touches your freight revenue.

Carrier Authority Retained

All loads run strictly under your active MC/USDOT authority. You maintain complete operational and routing independence.

Dedicated Dispatch Manager

Assigned an operations manager who learns your equipment, lane targets, and rate minimums to negotiate top-dollar loads.

Fast-Track 2-Hour Setup

Once your 6 compliance items are received, your carrier account is cleared and active load booking begins within 2 hours.

2. MANDATORY CARRIER COMPLIANCE CHECKLIST (6 ITEMS)

Please submit the following 6 mandatory documents to operations@shippingwish.com prior to your initial load dispatch:

[] 1. FMCSA Operating Authority (MC Certificate)

Copy of active MC/FF/MX Certificate of Registration issued by the FMCSA verifying active common or contract authority.

[] 2. Certificate of Insurance (COI)

Must reflect minimum \$1,000,000 Auto Liability and \$100,000 Cargo Liability. Certificate Holder: Shipping Wish LLC, 19266 Coastal Hwy, Rehoboth Beach, DE 19971.

[] 3. Signed Form W-9

Current year Form W-9 signed and dated with matching legal entity name and Federal Taxpayer ID (EIN / SSN).

[] 4. Notice of Assignment (NOA) / Factoring Setup

Factoring company Notice of Assignment letter for direct broker remittance. If direct billing, provide a voided check for ACH.

[] 5. Completed Carrier Profile Sheet

Page 2 of this packet completed detailing equipment count, trailer specifications, maximum payload, and preferred operating regions.

[] 6. Signed Limited Power of Attorney (POA)

Page 3 of this packet signed authorizing Shipping Wish LLC to contact brokers, negotiate spot rates, and execute rate confirmations.

FAST-TRACK DIGITAL ONBOARDING DESK

Email completed packet to operations@shippingwish.com or submit digitally at <https://shippingwish.com/carrier-setup>

Direct 24/7 Dispatch Hotline: +1 (551) 400-6300 · Account activation SLA within 2 hours of receipt.

SHIPPING WISH LLC

24/7 Dedicated Freight Dispatch Operations & Fleet Management Desk

DELAWARE REGISTERED LLC · INDEPENDENT DISPATCH DESK

USDOT Authority Compliance Support

CARRIER PROFILE & FLEET SPECIFICATIONS

Intake & Equipment Profile Sheet

1. MOTOR CARRIER COMPANY INFORMATION

LEGAL COMPANY NAME	DBA (DOING BUSINESS AS)
MC / FF / MX NUMBER	USDOT NUMBER
FEDERAL TAXPAYER ID (EIN / SSN)	SAFETY RATING (Satisfactory / None / Conditional)
PHYSICAL BUSINESS ADDRESS	CITY, STATE, ZIP CODE
MAILING / BILLING ADDRESS	BILLING CITY, STATE, ZIP CODE
PRIMARY CONTACT / OWNER NAME	TITLE / POSITION
PRIMARY PHONE NUMBER	24/7 AFTER-HOURS / EMERGENCY PHONE
DISPATCH CONTACT EMAIL	FACTORING / ACCOUNTING EMAIL

2. FLEET & EQUIPMENT SPECIFICATIONS

ACTIVE POWER UNITS (TRACTORS) Count: _____	ACTIVE DRIVERS (CDL-A) Count: _____
ELD PROVIDER (e.g. Motive, Samsara, Garmin)	TRAILER TRACKING / GPS PROVIDER
EQUIPMENT TYPES OPERATED (Check all that apply): ☐ 53ft Dry Van (Air-Ride) ☐ 53ft Refrigerated / Reefer ☐ 48ft / 53ft Flatbed ☐ Step Deck / Drop Deck ☐ Power Only / Tow-Away ☐ 26ft Box Truck (Liftgate: Y / N)	
MAXIMUM PAYLOAD WEIGHT CAPACITY (LBS) e.g. 45,000 lbs	TRAILER SPECIFICATIONS e.g. Swing Doors / Roll / E-Track / Vents
TWIC CERTIFIED DRIVERS ☐ Yes ☐ No	HAZMAT ENDORSED DRIVERS ☐ Yes ☐ No

3. PREFERRED LANES, REGIONS & RATE THRESHOLDS

PREFERRED OPERATING REGIONS (Check all that apply): ☐ All 48 Lower States ☐ Midwest ☐ Southeast ☐ Northeast ☐ Texas / South ☐ West Coast Specific Preferred Lanes / Origin Markets: _____	
EXCLUDED STATES / CITIES (TO AVOID) e.g. NYC Burroughs, CO mountains	PREFERRED HOME TIME FREQUENCY e.g. Weekly / Bi-Weekly / OTR 2+ weeks
TARGET MINIMUM RATE-PER-MILE (RPM) \$_____ / mile minimum	TARGET WEEKLY GROSS REVENUE PER TRUCK \$_____ / week target

4. FACTORING & SETTLEMENT DETAILS

FACTORING COMPANY NAME	FACTORING CONTACT PERSON
FACTORING TELEPHONE NUMBER	FACTORING REMITTANCE / NOA EMAIL

LIMITED POWER OF ATTORNEY (POA)

Authorization for Load Booking & Broker Administration

1. GRANT OF LIMITED ADMINISTRATIVE POWER OF ATTORNEY

KNOW ALL MEN BY THESE PRESENTS that the motor carrier identified on Page 2 ("Carrier") hereby makes, constitutes, and appoints SHIPPING WISH LLC, a Delaware Limited Liability Company having its principal office at 19266 Coastal Hwy, Rehoboth Beach, DE 19971 ("Dispatcher"), as Carrier's true, lawful, and limited Attorney-in-Fact, granting Dispatcher limited authority to act in Carrier's name, place, and stead strictly for the following freight dispatch and administrative operations:

1. Sourcing Freight & Rate Negotiation

To search load boards, contact licensed freight brokers, forwarders, and direct shippers, and negotiate freight rates, fuel surcharges, and accessorial terms on Carrier's behalf according to Carrier's pre-approved minimum rate guidelines.

2. Carrier Setup Packets & Compliance

To request, receive, complete, and submit standard broker-carrier onboarding packets, profile forms, and certificates of insurance necessary to establish Carrier as an approved motor carrier with licensed freight intermediaries.

3. Execution of Load Confirmations

To execute, acknowledge, and sign Load Confirmations, Rate Confirmations, and Dispatch Agreements under Carrier's active MC/USDOT authority for loads explicitly verbally or digitally approved by Carrier.

4. Dispatch Tracking & Check Calls

To provide check calls, status updates, appointment scheduling, and electronic shipment tracking to shippers, receivers, and freight brokers throughout the transit of dispatched freight.

5. Invoicing & Billing Document Transmittal

To transmit Bills of Lading (BOL), Proof of Delivery (POD), rate confirmations, and accessorial receipts (detention, layover, lumper) to Carrier's designated factoring company or direct billing department for prompt remittance.

IMPORTANT LEGAL RESTRICTIONS & CARRIER SAFEGUARDS:

- **NO FINANCIAL CUSTODY:** This Limited Power of Attorney does NOT authorize Dispatcher to receive, cash, endorse, or deposit freight payments. 100% of freight revenues are billed and paid directly to Carrier or Carrier's designated factoring company.
- **NO UNAUTHORIZED BOOKINGS:** Dispatcher shall not execute any rate confirmation without prior affirmative consent from Carrier or Carrier's authorized fleet representative.
- **AT-WILL TERMINATION:** Either party may terminate this agreement at any time upon written notification without penalty.

2. EXECUTION, ACCEPTANCE & SIGNATURES**CARRIER AUTHORIZATION (MOTOR CARRIER):**

Company Legal Name: _____

Authorized Signer Name: _____

Title / Position: _____

Signature: _____ Date: _____

ACCEPTED BY DISPATCHER (SHIPPING WISH LLC):

Entity: Shipping Wish LLC (Delaware Registered LLC)

Operations Desk: Operations Manager / Dispatch Lead

Phone: +1 (551) 400-6300 · Web: shippingwish.com

Date: Execution Date · Signature: Shipping Wish Ops