



HOUSEHOLD GOODS MOVING COMPANY PERMIT APPLICATION



Type of Household Goods Authority Requested – Check one	Fee Required
<input type="checkbox"/> Provisional and permanent authority. The fee for provisional, and then permanent authority is a one-time fee. – Complete pages 2 - 7 and Attachment A	\$ 550
<input type="checkbox"/> Permanent authority to transfer or acquire control resulting in a change in ownership or controlling interest (at least six months must be served on a temporary provisional basis) – Complete pages 2 - 7 and Attachment B	\$ 550
<input checked="" type="checkbox"/> Permanent authority to transfer or acquire control under the exceptions in WAC 480-15-186 and 480-15-187 – Complete pages 2 - 7 and Attachments B & C	\$ 250
<input type="checkbox"/> Reinstatement of permit (must be filed within 30 days of cancellation, depending on criteria set forth in WAC 480-15-450) – Complete pages 2 - 3 and include a statement justifying the reinstatement	\$ 250
<input checked="" type="checkbox"/> Name Change – Complete pages 2 - 3 and Attachment D	\$ 35

TYPE OF PAYMENT					
<input type="checkbox"/> Check	<input type="checkbox"/> Money Order	<input type="checkbox"/> Amex	<input type="checkbox"/> Mastercard	<input checked="" type="checkbox"/> Visa	

Amount: \$35.00 <u>250.00</u>	Expiration Date: _____
--	------------------------

CERTIFICATION: I, the undersigned, under penalty for false statement, certify that the following information is true and correct, that I am authorized to execute and file this document on behalf of the applicant and that all information on file is current and valid.

Name (printed): ADELA RODRIGUEZ Company Name: ELMER'S EXPRESS DELIVERY

Cardholder's Signature: *Adela Rodriguez* Date: 1/2/14

Date Filed: <u>1/2/14</u>	DOL/SOS: <u><i>[Signature]</i></u>	ID: <u>1043</u>	Permit Issued: <input checked="" type="checkbox"/> XHG- <u>63928</u>
Staff Assigned: <u><i>[Signature]</i></u>	Insurance: <u><i>[Signature]</i></u>	Inspection: _____	Docket # _____

Reception #: 111-0268-207-02 250.00 111-0268-207-01 111-0268-013-20

BUSINESS INFORMATION

Name of Applicant ELMER'S EXPRESS, LLC
(must be individual, partners of a partnership or corporation)

Trade Name, if applicable ELMER'S EXPRESS DELIVERY

Physical Address 516 DATE AVENUE UNIT A, SULTAN WA 98294

Mailing Address SAME

Telephone Number (360) 863-2528 Fax Number (360) 863-2499

UBI #: 603-359-312-000 Email: elmersexpress@comcast.net

USDOT #: 2025911 (If you currently don't have one, you can go online at www.fmcsca.dot.gov/online-registration to apply for one or call 360-596-3812 for assistance.)

Department of Labor & Industries-Worker's Comp Acct? Account # 174 392 01

Employment Security Department registration number? ESD # 500540 00 0

Is your business registered with the Department of Revenue? No Yes

TYPE OF BUSINESS STRUCTURE

Individual Partnership Corporation (LP, LLP, LLC) Other _____

List the name, title and percentage of partner's share or stock distribution for major stockholders:

<u>*Name</u>	<u>Title</u>	<u>Stock Distribution or Percentage of Shares</u>
ELMER M. RODRIGUEZ	Member Manager	50%
ADELA RODRIGUEZ	Member Manager	50%

***Must provide a copy of a valid Washington state driver's license for each person listed above.**

Choose one of the following for the territory in which you wish to operate:

All counties in the State of Washington

The following named counties only: _____

Describe the services you wish to provide. Explain how your services will enhance customer choice, promote competition, or fill an unmet need for service:

We provide Furniture Delivery and Household Goods Moving service. We help individuals with their furniture transportation needs as well as service retail and wholesale stores deliver their sold products to their customers' homes and offices. We believe we promote competition by offering the consumer with unsurpassed quality service and fair rates.

Briefly describe your experience in the transportation/household goods moving industry:

We are a Furniture Delivery and Household Goods Carrier operating for over 4 years as a sole-proprietor under HG 63928 and currently seeking to change to LLC.

Do you currently hold, or have you ever held, a permit to operate as a motor carrier of property?
 No Yes If yes, please indicate your permit number HG 63928

Have you ever applied for and been denied a permit to operate as a motor carrier of property in Washington? No Yes If yes, please explain _____

Do you currently operate interstate? No Yes If yes, please indicate your MC# _____

Do you operate interstate as an agent of another company? No Yes If yes, what is the name of the company? _____

Do you have, or have you ever had a business related legal proceeding against you in Washington, or in any other state? No Yes If yes, please explain: _____

Has any person named in this application, within the past five years, been convicted of any crime involving theft, burglary, sexual misconduct, identity theft, fraud, false statements, or the manufacture, sale, or distribution of a controlled substance? No Yes If yes, please explain: _____

Has any person named in this application, been cited for violation of state laws or Commission rules? No Yes If yes, please explain: _____

Elmer's Express Delivery

FINANCIAL STATEMENT

You must complete the following financial statement or attach a balance sheet, profit and loss statement, or business plan.

Assets		Liabilities	
Cash in Bank	\$	Salaries/Wages Payable	\$
Notes Receivable	\$	Accounts Payable	\$
Investments	\$	Notes Payable	\$
Other Current Assets	\$	Mortgages Payable	\$
Prepaid Expenses	\$	TOTAL LIABILITIES	\$
Land and Buildings	\$	NET WORTH	
Trucks and Trailers	\$	Preferred Stock	\$
Office Furniture	\$	Common Stock	\$
Other Equipment	\$	Retained Earnings	\$
Other Assets	\$	Capital	\$
TOTAL ASSETS	\$ <i>See attached</i>	TOTAL LIABILITIES & NET WORTH	\$ <i>See attached</i>

EQUIPMENT LIST

Describe the equipment you will own or lease to provide moving services
(attach additional sheets if necessary).

Year	Make	License Number	Vehicle ID Number	Gross Vehicle Weight
1997	ISUZU NPR	B87304G	4KLB4B1R2VJ001481	12000
1997	ISUZU FTR	B18988L	4GTJ7C123VJ600805	25950
2007	ISUZU FTR	B24647Y	4GTJ6F1357F700861	25950

SAFETY AND OPERATIONS

CONTROLLED SUBSTANCE AND ALCOHOL USE AND TESTING (Title 49, Code of Federal Regulations Part 382 and Part 40). If you operate commercial motor vehicles, your drivers must be in a Controlled Substance and Alcohol Use and Testing program. You must have an alcohol and controlled substances testing program. ****Please attach evidence of your enrollment in a drug and alcohol testing program.**

SAFETY RESPONSIBILITIES

List the person and position responsible for understanding and complying with the Federal Motor Carrier Safety Regulations (FMCSR) and Washington State Laws and commission rules (WAC) as described below. Please refer to the WAC rules, Fact Sheets and publication "Your Guide to Achieving a Satisfactory Safety Rating" for assistance with requirements that may apply to your specific operations

COMMERCIAL DRIVER'S LICENSE (CDL) STANDARDS REQUIREMENT AND PENALTIES (Title 49, Code of Federal Regulations Part 383). If you operate commercial motor vehicles, your drivers must have a valid CDL.

DRIVER QUALIFICATION REQUIREMENTS: (Title 49, Code of Federal Regulations Part 391). Each of your drivers must meet minimum qualification requirements. You must maintain driver qualification files for each driver.

DRIVERS HOURS OF SERVICE (Title 49, Code of Federal Regulations Part 395). Each of your drivers must maintain hours of service logs. You must maintain true and accurate hours of service records for each driver.

INSPECTION, REPAIR AND MAINTENANCE (Title 49, Code of Federal Regulations Part 396). You must systematically inspect, repair, and maintain all motor vehicles.

PARTS AND ACCESSORIES NECESSARY FOR SAFE OPERATION (Title 49, Code of Federal Regulations Part 393). You must maintain parts and accessories in a safe condition.

LIABILITY INSURANCE REQUIREMENTS (WAC 480-15-530). You must file and maintain proof of public liability and proper damage insurance (\$300,000 minimum coverage for vehicles under 10,000 pounds GVWR and \$750,000 minimum coverage for vehicles 10,000 pounds GVWR or more)

CARGO INSURANCE REQUIREMENTS (WAC 480-15-550). You must maintain cargo insurance coverage (\$10,000 for household goods transported in motor vehicles under 10,000 pounds GVWR and \$20,000 for vehicles 10,000 pounds GVWR or more).

Name: **ELMER M. RODRIGUEZ**

Position: **MEMBER MANAGER**

OPERATIONAL RESPONSIBILITIES

Annual Reports and Regulatory Fees (WAC 480-15-480). You must annually file a report of your financial operations and pay regulatory fees.

Name: ADELA RODRIGUEZ

Position: MEMBER MANAGER

STATE OF WASHINGTON – general laws, rules and regulations: Individuals and companies doing business in the State of Washington must comply with the regulations of local, state, and federal agencies. Please state the name and position of the person in your organization who will be responsible for ensuring compliance with the laws of the State of Washington, such as, but not limited to the Department of Labor and Industries (industrial insurance, safety, prevailing wage); Department of Licensing (vehicle and drivers licenses, business licensing, Unified Business Identifier (UBI number), fuel permits, fuel tax; Secretary of State (corporate registrations); Department of Transportation (over-size or over-weight permits); Department of Revenue, Internal Revenue Service (taxes); and Employment Security.

Name: ADELA RODRIGUEZ

Position: MEMBER MANAGER

DECLARATION OF APPLICANT

I understand that filing this application **does not** in itself constitute authority to operate as a household goods mover.

As the applicant for a household goods permit, I understand the responsibilities of a motor carrier and I am in compliance with all local, state and federal regulations governing businesses, including household goods movers, in the state of Washington.

I understand that if the commission grants my application as a new entrant I will receive temporary authority to provide service as a household goods carrier on a provisional basis for at least six months. During this time, the commission will evaluate whether I have met the criteria in WAC 480-15-330 to obtain permanent authority. I also understand that I must comply with all conditions placed on my temporary permit and that failure to do so will result in cancellation of my permit.

My employees are sufficiently trained to comply with commission rules regarding estimates, bills of lading, rates and charges and terms and conditions of household goods moves. In addition, my employees are sufficiently trained to comply with commission rules regarding vehicle operation, maintenance, and all other safety requirements. My company will provide a copy of the customer survey to each customer for whom we provide transportation service.

I certify or declare under penalty of perjury under the laws of the State of Washington that the information contained in this application is true and correct.

ADELA RODRIGUEZ
Print name of applicant

Adela Rodriguez
Signature of Applicant

1/6/14
Date and Location

Elmer's Express Delivery

ATTACHMENT B

Transfer or Acquisition of Control

Applicant is seeking one of the following - please check one:

- Transfer
- Acquisition of Control

Current Name on Permit (Seller): ELMER MAIDO RODRIGUEZ

Current Trade Name on Permit (Seller) ELMER'S EXPRESS DELIVERY

Address (Seller) 516 DATE AVE., UNIT A, SULTAN WA 98294

HG Permit Number: 63928

Phone Number (Seller) 360-863-2528

Does the transfer of this permit fall under the provisions of WAC-480-15-187? No Yes *al*
If yes, please complete Attachment C.

Have all fines or penalties owed to the commission been paid? No Yes

Has the closing annual report been filed with the commission? No Yes

A customer may file a loss or damage claim for up to nine months following a move and may file a loss or damage lawsuit for up to two years following a move. Who will be responsible for handling claims filed by customers for loss or damage that occurred on moves taking place prior to the sale and transfer/acquisition? ELMER'S EXPRESS, LLC

RELEASE OF AUTHORITY

I, the seller, have sold or otherwise released interest in my household goods permit number HG- 63928 to the following:

Name of Buyer: ELMER'S EXPRESS, LLC

Trade Name of Buyer: ELMER'S EXPRESS DELIVERY

We, as applicants, hereby jointly declare and affirm that all information is true to the best of our knowledge.

Elmer M. Rodriguez
Seller's Signature

1/6/14
Date and Location

Elmer M. Rodriguez
Buyer's Signature

1/6/14
Date and Location

Elmer's Express Delivery

ATTACHMENT C

TRANSFER OR ACQUISITION OF PERMANENT HOUSEHOLD GOODS AUTHORITY UNDER EXCEPTIONS IN WAC 480-15-187

1. The commission will grant an application to transfer existing permanent authority, without requiring a provisional permit, public notice or comment, if the applicant is fit, willing and able to provide service and the application is filed to transfer or acquire control of permanent authority for any one of the following reasons (check one, if applicable):
- A partnership has dissolved due to the death, bankruptcy, or withdrawal of a partner, and that partner's interest is being transferred to a spouse or to one or more remaining partners;
 - A shareholder in a corporation has died and that shareholder's interest is being transferred to a surviving spouse or one or more surviving shareholders;
 - A sole proprietor has died, the sole proprietor devised or bequeathed the company by will, and the applicant is seeking transfer of the permit in accordance with the bequest or devise set forth in the will.
 - An individual has incorporated and the same individual remains the majority shareholder;
 - An individual has added a partner but the same individual remains the majority partner;
 - A corporation has dissolved and the interest is being transferred to the majority shareholder;
 - A partnership has dissolved and the interest is being transferred to the majority partner;
 - A partnership has incorporated and the partners are the majority shareholders; or
 - Ownership is being transferred from one corporation to another corporation when both are wholly owned by the same shareholders.

Documentation supporting the checked box above must be included with your application. You may submit a corporate resolution, partnership agreement, court order, death certificate, will or other proof of right to inherit, estate executor's statement, community property agreement or other such documentation that may support your request.

2. The Commission will grant an application for permanent authority without requiring a provisional permit after the application has been published on the application docket subject to comment for thirty days if the applicant is fit, willing, and able to provide service, the applicant has filed to transfer or acquire control of permanent authority, and all the following conditions exist:
- Ownership or control of a permit is being transferred to any shareholder, partner, family member, employee, or other person familiar with the company's operations and the household goods moving services provided. If you check this option, please complete the following:
 - a. Has the permit been actively used by the current owner to provide household goods moving services during the last twelve-month period prior to the application? No Yes
 - b. Need a certified statement from the applicant and the current owner explaining why the transfer of ownership or control is necessary to ensure the company's economic viability:
 - c. Include certified statement from the applicant and the current owner describing the steps taken by the parties to ensure that safe operations and continuity of service to customers is maintained.

9:18 AM

01/07/14

Accrual Basis

ELMER'S EXPRESS DELIVERY
Balance Sheet
 As of September 30, 2013

	Sep 30, 13
ASSETS	
Current Assets	
Checking/Savings	
checking BofA Elmer's Express	8,749.63
Petti Cash	2,332.66
Total Checking/Savings	11,082.29
Accounts Receivable	
Accounts Receivable	951.25
Total Accounts Receivable	951.25
Other Current Assets	
Loan to Family and Friends	2,030.95
Total Other Current Assets	2,030.95
Total Current Assets	14,064.49
Fixed Assets	
Furniture and Equipment	
Vehicles	3,645.23
Cost	43,333.96
Total Vehicles	43,333.96
Total Fixed Assets	46,979.19
TOTAL ASSETS	61,043.68
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable	1,943.72
Total Accounts Payable	1,943.72
Other Current Liabilities	
Payroll Liabilities	3,633.13
Total Other Current Liabilities	3,633.13
Total Current Liabilities	5,576.85
Total Liabilities	5,576.85
Equity	
Opening Balance Equity	100.00
Owners Contribution	7,033.52
Owners Draw	
Charitable Contribution	-563.00
College Expense	-5,942.89
Meals (at work)	-83.09
Medical	-30,625.93
Music Exp.	-3,484.50
SITTING	-3,400.00
Utilities	-12,175.96
Owners Draw - Other	-251,878.40
Total Owners Draw	-308,153.77
Owners Equity	275,526.97
Net Income	80,960.11
Total Equity	55,466.83
TOTAL LIABILITIES & EQUITY	61,043.68

Form E
UNIFORM MOTOR CARRIER BODILY INJURY AND PROPERTY
DAMAGE LIABILITY CERTIFICATE OF INSURANCE

Filed with the WASHINGTON UTILITIES & TRANSPORTATION COMMISSION-OPERATIONS DIVISION (hereinafter called Commission) of PO BOX 47250, OLYMPIA, WA 98504

This is to certify, that the United Financial Casualty Company (hereinafter called Company) of PO BOX 94739, CLEVELAND, OH 44101 has issued to ELMER'S EXPRESS DELIVERY LLC of 516 DATE AVE UNIT A, SULTAN, WA 98294 a policy or policies of insurance effective from 01/02/2014 12:01 A.M. standard time at the address of the insured stated in said policy or policies and continuing until cancelled as provided herein, which, by attachment of the Uniform Motor Carrier Bodily Injury and Property Damage Liability Insurance Endorsement, has or have been amended to provide automobile bodily injury and property damage liability insurance covering the obligations imposed upon such motor carrier by the provisions of the motor carrier law of the State in which the Commission has jurisdiction or regulations promulgated in accordance therewith.

Whenever requested, the Company agrees to furnish the Commission a duplicate original of said policy or policies and all endorsements thereon.

This certificate and the endorsement described herein may not be cancelled without cancellation of the policy to which it is attached. Such cancellation may be effected by the Company or the insured giving thirty (30) days notice in writing to the State Commission, such thirty (30) days notice to commence to run from the date notice is actually received in the office of the Commission.

Countersigned at 6300 WILSON MILLS, MAYFIELD VILLAGE, OH 44143

this 2nd day of January, 2014

Insurance Company File No. CA 01291525
(Policy Number)



(Authorized Company Representative)

MC1633a(08/99)

IRB3539B

Form H
UNIFORM MOTOR CARRIER CARGO
CERTIFICATE OF INSURANCE

Filed with the WASHINGTON UTILITIES & TRANSPORTATION COMMISSION-OPERATIONS DIVISION, PO BOX 47250, OLYMPIA, WA, 98504 (hereinafter called Commission)

This is to certify, that the United Financial Casualty Company (hereinafter called Company) of PO BOX 94739, CLEVELAND, OH 44101 has issued to ELMER'S EXPRESS DELIVERY LLC, of 516 DATE AVE UNIT A, SULTAN, WA 98294 a policy or policies of insurance effective from 01/02/2014 12:01 a.m., standard time at the address of the insured stated in said policy or policies and continuing until canceled as provided herein, which, by attachment of the Uniform Motor Carrier Cargo Insurance Endorsement, has or have been amended to provide cargo insurance covering the obligations imposed upon such motor carrier by the provisions of the motor carrier law of the State in which the Commission has jurisdiction or regulations promulgated in accordance therewith.

Whenever requested, the Company agrees to furnish the Commission a duplicate original of said policy or policies and all endorsements thereon.

This certificate and the endorsement described herein may not be canceled without cancellation of the policy to which it is attached. Such cancellation may be effected by the Company or the insured giving thirty (30) days notice in writing to the State Commission, such thirty (30) days notice to commence to run from the date notice is actually received in the office of the Commission. Countersigned at 6300 WILSON MILLS, MAYFIELD VILLAGE, OH 44143

this 2nd day of January, 2014

Insurance Company File No. CA 01291525
(Policy Number)

MC2443a (09/99)



(Authorized Company Representative)



ELMER'S EXPRESS DELIVERY

Furniture Delivery & Moving Service

"Redefining what *Delivery* is all about"

Fax

To:	WUTC	Company:	
Fax:	360-586-1181	From:	Adela Ochoa-Rodriguez
Phone:	360-664-1222	Pages:	9 Including cover letter
Re:	Change from Sole-proprietor to LLC		Date: 1/6/2014

Urgent

 For Review

 Please Comment

 Please Reply

• Comments:

Attached please find the application requesting the change from a SOLE-PROPRIETORSHIP to LLC.

I have attached the Insurance documents I obtained today and requested Progressive to email you the forms of insurance you need on file.

Please let me know if there is anything I must do to complete this transfer.

Sole-Proprietorship Information:
Elmer M. Rodriguez, dba Elmer's Express Delivery
HG 63928

New LLC information:
Elmer's Express, LLC
Dba Elmer's Express Delivery

The USDOT has been updated to reflect the new LLC, and all the state and federal agencies have been notified as well.

Thank you so much for your help.

Adela Rodriguez, Member
Elmer's Express Delivery
360-863-2528
elmersexpress@comcast.net

Leipski, Tina (UTC)

From: Leipski, Tina (UTC)
Sent: Monday, January 06, 2014 3:26 PM
To: 'elmerexpress@comcast.net'
Subject: HOUSEHOLD GOODS APPLICATION

Attn: Adela Rodriguez,

Our agency received your household goods application for a "Name Change". Unfortunately, this is not a name change but a change in ownership (Sole Prop to LLC). You will have to do the transfer application.

I believe you would fall under the Exceptions WAC 480-15-186 and WAC 480-15-187. This will require a complete application and attachments B & C. It is also \$250.00.

Please let me know if you would like me to proceed with this application or you would rather resubmit a completed application.

Sincerely,

Tina Leipski
Utilities & Transportation Commission
Licensing Services
360-664-1170
fax 360-586-1181



ELMER'S EXPRESS DELIVERY

Furniture Delivery & Moving Service

"Redefining what *Delivery* is all about"

Fax

To: Tina Icipski	Company: WUTC
Fax: 360-586-1181	From: Adela Ochoa-Rodriguez
Phone: 360-664-1222	Pages: 8 Including cover letter
Re: Change from Sole-proprietor to LLC	Date: 1/7/2014

Urgent
 For Review
 Please Comment
 Please Reply

● **Comments:**

Attached please find the missing application pages requesting the change from a SOLE-PROPRIETORSHIP to LLC.

I have attached the Insurance documents I obtained today and requested Progressive to email you the forms of insurance you need on file.

Please let me know if there is anything I must do to complete this transfer.

Sole-Proprietorship Information:
Elmer M. Rodriguez, dba Elmer's Express Delivery
HG 63928

New LLC information:
Elmer's Express, LLC
Dba Elmer's Express Delivery

The USDOT has been updated to reflect the new LLC, and all the state and federal agencies have been notified as well.

Thank you so much for your help.

Adela Rodriguez, Member
Elmer's Express Delivery
360-863-2528
elmersexpress@comcast.net

516 Date Avenue Unit A, Sultan, Washington 98294
Main Phone: 360-863-2528; Fax: 360-863-2499; Operations: 425-791-6151;
Email: ElmersExpress@comcast.net; Website: www.ElmersExpress.com