

621 Woodland Square Loop SE Lacey, WA 98503 P.O. Box 47250

Olympia, WA 98504-7250 Phone: 360-664-1222

Email: transportation@utc.wa.gov

#### **CHECKLIST**

Ensure the following items are included with your Household Goods Moving application:

#### **New Provisional Application**

Completed application and fee

Register with **Department of Labor & Industries** 

Register with Employment Security Department

Register with Department of Revenue/Business Licensing Service (UBI #)

Register with **Secretary of State's Office** (if corporation or LLC)

Completed required Household Goods Industry Training

Copy of valid driver's license or government issued photo ID card for each person named in the application (upload as a separate document)

Evidence of enrollment in a drug and alcohol testing program, or evidence that you have in place your own drug and alcohol testing program, *if your company operates commercial vehicles and has CDL drivers.*See 49 CFR 382(e) and 383.5.

Evidence of insurance - combined single limit of public liability and property damage (Form E) and cargo insurance (Form H)

Attachment A - Three or more completed statements of support from people in the community supporting the proposed service

### HOUSEHOLD GOODS MOVING COMPANY PERMIT APPLICATION

	FOR OFFICE	AL USE ONLY	
Date Filed:	Company:		Docket #:
Receipt ID:	Payment ID:	Amount	Paid:
111-0268-207-02	111-0268-032-20		

#### <u>Type of Household Goods Authority Requested – Check One</u>

Fee

Provisional and permanent authority. The fee for provisional and then permanent authority is a one-time fee. Complete pages 3-7 and Attachment A. Note: Per RCW 81.80.075(2), applications must be on file with the commission for at least 30 days before issuance.

\$550

Reinstatement of permit Must be filed within 30 days of cancellation, depending on criteria set forth in WAC 480-15-450. Complete pages 3 and 7, and include a statement justifying the reinstatement. Business Letter format is preferred. If longer than 30 days after cancellation, you may not reapply for 12 months per WAC-480-15-302(11).

\$250

Household Goods Permit #: (T)HG -

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#### **Section 1 - BUSINESS INFORMATION**

Legal Name:					
Trade Name, if appli	cable:				
Physical Address:					
Mailing Address:					
Telephone Number:			Email:		
Contact Name:					
USDOT#:	If you do not	have a USDOT n	umber, go on-line	at https:	://cms8.fmcsa.dot.gov/registration to
apply or call 360-596-3	3812 for assista	ance.			
ls your business regi	stered with t	he <b>Department</b>	of Revenue?	No	Yes
Business License/UB	·l#:				
Department of <mark>Labo</mark>	r & Industrie	s (L&I) Worker's	Comp Account	#:	
Employment Securi	ty Departmer	nt (ESD) registra	ation #:		
If you will not be setting	up an account v	vith L&I or ESD bed	cause you do not ha	ve emplo	yees, please explain how you plan to obtain
workers. Per WAC 480-1	. <b>5-555</b> , a crimina	I background chec	k must be complete	d on each	person you intend to hire. If you intend to
hire day labor from a ter	mp agency, they	must perform the	criminal backgroun	d check. F	Refer also to <b>WAC 480-15-302</b> and <b>305</b> .
		_			
		Ту	pe of Business		
Individual Pa	artnership	Corporation	Other (LP, LLP	, LLC)	State of Incorporation
List the name, title, a	and percentag	ge of all partner	's share or stock	distribu	tion for major stockholders:
Name		Title			Stock Distribution/% of Shares

Provide a copy of a valid driver's license or government-issued photo identification card for each person named in the application. Upload or email as a separate attachment. Application processing will not begin until the commission/Licensing has received this.

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#### **Section 2 - APPLICATION QUESTIONNAIRE**

1.	Describe the services you wish to provide. Explain how your services will enhance customer choice, promote competition, or fill an unmet need for service:
2.	Briefly describe your experience in the transportation/household goods moving industry:
3.	Do you currently hold, or have you ever held, a Household Goods permit in Washington?  No Yes If yes, please indicate your permit number:
4.	Have you ever applied for and been denied a Household Goods permit in Washington?  No Yes If yes, please explain:
5.	Do you currently operate interstate? No Yes  If yes, please indicate your MC#:
6.	If you have interstate authority, have you registered for Unified Carrier Registration? No Yes
7.	Do you operate interstate as an agent of another company? No Yes  If yes, what is the name of the company?
8.	Have you completed commission-sponsored training? No Yes If "yes" date:
	Will you be employing CDL drivers? No Yes  If "yes", you must attach evidence of enrollment in a drug and alcohol testing program.
	lease answer the following questions completely. If there are multiple persons listed in this application with legal proceedings or criminal convictions to declare, provide documentation on a separate attachment.
10	D. Does any person named in this application have, or has ever had a business-related legal proceeding against you in ashington state, or in any other state?  No Yes If "yes" please list below*:
	Type of Legal Proceeding Date State
*at	tach additional pages if necessary

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11. Has any person named in this application ever been convicted of any crime involving theft, burglary, assault, sexual misconduct, identity theft, fraud, false statements, or the manufacture, sale, or distribution of a controlled substance? No Yes If yes, please list below\*:

Type of Conviction	Date	State

<sup>\*</sup>attach additional pages if necessary

12. Has any person named in this application been: 1) convicted of a criminal offense in Washington state, 2) found to have committed a civil offense in Washington state, or 3) found to have violated Commission rules?

No Yes If yes, please list below\*:

Violation	Date of conviction	RCW/WAC

<sup>\*</sup>attach additional pages if necessary

13. If you would like to receive information about new household goods carriers, check here

Section 3 - FINANCIAL STATEMENT	
Complete the following or attach a balance	ce sheet, profit and loss statement, or business plan.
Assets	Liabilities
Cash in Bank	Salaries/Wages Payable
Notes Received	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	TOTAL LIABILITIES AND NET WORTH

		Section 4 - EQUIPN	IENT LIST	
List the ed	quipment you own or lease to pr	ovide moving services	(attach additional sheets if necessary). Y	/ou
must owr	or have a long-term lease for ar	ny vehicle you operate	, you may not rent vehicles on a job-by-j	ob basis.
Year	Make	License Number	Vehicle ID (VIN)	GVW

<sup>\*</sup>attach additional pages if necessary

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Name:

Name:

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#### Section 5 - SAFETY

Identify the person and position responsible for understanding and complying with the **Federal Motor Carrier Safety Regulations** (FMCSR), Washington state laws (RCW) 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.

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 if your company has commercial vehicles and employs CDL drivers.

**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).

Position:

Position:

Section 6 - OPERATIONAL	RESPONSIBILITIES
Identify the person and position responsible for understanding an shown below.	d complying with the requirements of each category
Annual Reports and Regulatory Fees (WAC 480-15-480). You must pay regulatory fees.	annually file a report of your financial operations and
Name:	Position:
STATE OF WASHINGTON – general laws, rules and regulations: Inc Washington must comply with the regulations of local, state, and to of the person in your organization who will be responsible for ensu Washington, such as, but not limited to the Department of Labor & wage); Department of Licensing vehicle and drivers licenses, busin	ederal agencies. Please state the name and position uring compliance with the laws of the state of Industries (industrial insurance, safety, prevailing

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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.



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#### **Section 7 - DECLARATION OF APPLICANT**

INITIAL

I understand that filing this application <u>does not</u> 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 480-15-305 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 understand the commission will complete a criminal background check on each person named in the application.

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.

Applicant Name:	Date:
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#### Section 8 - ADDITIONAL REQUIRED ATTACHMENTS

**For New Applications:** provide three "attachment A - HOUSEHOLD GOODS STATEMENT OF SUPPORT" forms. Forms may be typed or hand-written.

**For Reinstatement of Permit:** provide a personal statement justifying the reinstatement. Business letter format preferred.

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Workington Utilities and Trengartelien Convenies don Towns and Trengartelien Towns and	HOUSEHOLD GOODS STATEMENT OF SUPPORT  nust include at least three shipper or public statements supporting the proposed  nust include at least three shipper or public statements or organizations with a
Your application m	Lie statements supporting the proposed
services. These for	nust include at least three shipper or public statements supporting the provided with a moving service. Shipper statements may come from persons or organizations with a moving services, or who support your request for a permit to provide those ld goods moving services, or who support your request for a permit to provide those rms may be copied by you as needed.
Applicant Name:	Bobs MARAT
	The following must be completed by the Supporter of the applicant
Name, Title, and Busin	
Address (include stree	et address, mailing address, city, state, zip, and county):
13731	65th PL W Edmonds, WX 98026
no you currently need	d the services of a residential household goods moving company?  s, please describe your current moving needs:
De vou anticinate a fu	uture need for the services of a residential household goods moving company? es, please describe your future moving needs:
benefit you, your bus	granting this company a permit to provide household goods moving services in Washington State will siness, and/or your community:
benefit you, your bus	It will help our neigher hourd.
benefit you, your bus	siness, and/or your community:
ls there anything else application for a hous	The will help our neighber hourd.  ethe commission should consider when making a determination about this company's
Is there anything else application for a house	the commission should consider when making a determination about this company's seehold goods permit?

UTC Washington Utilities and Transportation Commission	ATTACHMENT A
household goods need for househo	HOUSEHOLD GOODS STATEMENT OF SUPPORT  must include at least three shipper or public statements supporting the proposed moving service. Shipper statements may come from persons or organizations with a old goods moving services, or who support your request for a permit to provide those rms may be copied by you as needed.
Applicant Name:	ULPAN ABDIKARIM
Name, Title, and Business (include street 5402 december 25402 dece	the following must be completed by the Supporter of the applicant mess Name:  St address, mailing address, city, state, zip, and county):  2.32nd St SW, Mountlake Terrace, WA, 98043
Do you currently need	19 - 632 - 7768 Email: QY Wp i Q gmail. Com the services of a residential household goods moving company? please describe your current moving needs:
Do you anticipate a fut	ure need for the services of a residential household goods moving company? please describe your future moving needs:
	nting this company a permit to provide household goods moving services in Washington State will sss, and/or your community:  EUS more options and help the community.
Is there anything else the application for a househousehouse	e commission should consider when making a determination about this company's old goods permit?



