

UPCS CHECKLIST OF ITEMS NEEDED BY UPCS

1. **Company History**
2. **Company Financial Information**
3. **W-9 Form**
4. **Customer References**
5. **BLANK INVOICE with remit too address on it**
6. **ALL Motor Carrier Certificates**
7. **SCAC codes and certificate**
8. **DOT Safety Rating**
9. **Insurance Certificates**
10. **Operation Standard Operatiing Proactices (SOPs)**
11. **OSHA Form 300, 300A, 301**
12. **OSHA Reportable**
13. **Prior year Incident Rating Report**
14. **Equipment List**
15. **Equipment Inspection Report and SOP**
16. **Driver Qualifications Process**
17. **Driver logs/Hours of Service Policy**
18. **Quality Assurance Program/Forms**