



## Forms Checklist

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**Please provide the following:**

- \_\_\_\_\_ Copy of your air freight and/or trucking authorities
- \_\_\_\_\_ Copy of your rate tariff, including documentation of accessorial charges, specials, holiday, weekend rates, C.O.D. fees, and any other special services you provide.
- \_\_\_\_\_ Copy of your cargo and liability insurance, naming The Outbound Group as a certificate holder and an additional insured.
- \_\_\_\_\_ Copy of Incorporation papers or DBA papers
- \_\_\_\_\_ Copy of W9 taxpayer identification number
- \_\_\_\_\_ Copy of Worker's Compensation Insurance or Michigan #337 exclusion form (This is a must)

Thank you