



**DREW'S**  
UNIVERSITY

## DISPATCHER SERVICE AGREEMENT

**Dispatcher:** \_\_\_\_\_ (**Dispatcher/Dispatch Company**) **Phone:** \_\_\_\_\_

**Email:** \_\_\_\_\_ **Website:** \_\_\_\_\_

I, \_\_\_\_\_ (**the carrier/owner operator**), of Truck # \_\_\_\_\_, Trailer # \_\_\_\_\_,

**Motor Carrier (MC) Number** \_\_\_\_\_, and **Department of Transportation (DOT) Number**, \_\_\_\_\_

hereby grants authorization or permission to: \_\_\_\_\_ (**Dispatcher/Dispatch Company**)

to act as my **Dispatcher/Logistics Manager** for the sole purpose of **searching for and booking loads, processing all brokerage paperwork** and obtaining and/or submitting all **necessary documents required** in order to expedite loads and dispatch via **telephone, fax or e-mail** for my truck(s), in the state of \_\_\_\_\_.

**ALL BILLING, INVOICING, AND COLLECTIONS OF REVENUE FROM SHIPPERS, BROKERS AND/OR FACTORING COMPANIES ARE THE SOLE RESPONSIBILITY OF THE CARRIER/TRUCKING COMPANY, UNLESS**

\_\_\_\_\_ (**Dispatcher/Dispatch Company**) **AND CARRIER/TRUCKING COMPANY HAVE ARRANGED AND AGREED UPON ADDITIONAL SERVICES PROVIDED TO THE CARRIER/TRUCKING COMPANY BY**  
\_\_\_\_\_ (**Dispatcher/Dispatch Company**).

If revenue for a shipment or shipments is **uncollectible**, \_\_\_\_\_ (**Dispatcher/Dispatch Company**) will be held harmless and no penalty or deduction of fees will be made.

\_\_\_\_\_ (**Dispatcher/Dispatch Company**) will be held harmless in the event of any and all claims, and Carrier/Trucking Company will still be obligated to pay for services rendered.



**DREW'S**  
UNIVERSITY

The **Service Fee** for \_\_\_\_\_ (**Dispatcher/Dispatch Company**) will be:  
**\_\_\_\_\_ % or \_\_\_\_\_ Flat Rate per week**

**Note:** This fee for Dispatch Services includes Dispatcher contracting Dedicated Freight (lanes) for the Carrier

As Loads/Freight/Cargo are picked up, delivered, and Carrier/Trucking Company is paid FIRST, an amount equal to the above stated % or flat rate will be payable to: \_\_\_\_\_ (**Dispatcher/Dispatch Company**)

Either party has the right to end this agreement without cause at any time with seven (7) days' notice by written or emailed request. This is not an exclusive agreement/contract.

By signing this Dispatcher Agreement below, I fully understand the terms of this agreement.

**Carrier Print:** \_\_\_\_\_ **Carrier Signature:** \_\_\_\_\_

**Phone Number:** (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_ **Carrier Email:** \_\_\_\_\_

**Dispatcher/Dispatch Company:** \_\_\_\_\_

**Signature** \_\_\_\_\_

**NOTE:** When returning the **Dispatcher Packet**, which includes this completed **Dispatcher Agreement**, the **Carrier Profile** and the **Limited Power of Attorney**, please include **COPIES** of the **MC Authority Letter (Certificate)**, **Certificate of Insurance (C.O.I.)**, and **W9**. If you are working with a **factoring company**, please also include a copy of **factoring company's credit application** so that they can run the credit on the brokers and send a **Notice of Assignment (N.O.A.)** if the credit is favorable. Thank you.