

A-2016-2570920

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January 18, 2017

JAN 19 2017

Mr. Robert Bogovic
Compliance Specialist
Bureau of Technical Utility Services

PA PUBLIC UTILITY COMMISSION
SECRETARY'S BUREAU

Dear Mr. Bogovic:

Please find my completed Verified Statement of Applicant and Business Plan of Applicant for Motor Carrier Authority.

I look forward to your review and notification of next steps in the process.

Sincerely,



Laura Charles
President/Owner
College Hunks Hauling Junk & Moving
3812 William Flynn Hwy, Building 14
Allison Park, PA 15101
724-355-6778

BUSINESS PLAN OF APPLICANT FOR MOTOR CARRIER AUTHORITY

THE FOLLOWING INFORMATION IS REQUIRED BY THE COMMISSION TO DETERMINE THE APPLICANT'S FITNESS TO OPERATE. STATEMENTS SHOULD BE TYPED OR PRINTED. ILLEGIBLE STATEMENTS WILL DELAY YOUR APPLICATION.

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A-2016-2570920

PUC Application Docket No.

JAN 19 2017

BLL Charles Inc

PA PUBLIC UTILITY COMMISSION
SECRETARY'S OFFICE

Legal Name of Applicant

College Hunks Hauling Junk & Moving

Trade Name, if any

3812 William Flynn Hwy #14, Allison Park PA 15101

Street Address (principal place of business)

City or Municipality

State

Zip Code

This document is a business plan, or your proposal for providing the transportation service for which you are making application. Prior to deciding to make application for operating authority from the Public Utility Commission, you likely gave much consideration to the manner in which you would operate the business in order that you could provide satisfactory service to your customers and so that you could make a reasonable profit. As part of the application process, you must provide the Commission with your proposal to provide the transportation service.

You are encouraged to provide as much information as possible to fully explain your plan. If you fail to provide sufficient information about the subjects listed below, it may cause the review of your application to be delayed until you provide the necessary information. If you need more space to provide your explanation, please attach additional pages that list the appropriate item by number.

1. Identify the person providing the information by giving your name and indicate whether you are the owner, employee, officer, or attorney for the applicant.

Laura Charles, Owner/President

2. List the applicant's affiliation (owner, manager, controls) with any other carrier, with the description of affiliation.

None - not affiliated with any other carrier

3. Describe the applicant's business experience, particularly any experience relating to the operation of a transportation service. An explanation of education or training that you believe may be relevant may also be included. Laura Charles holds a Bachelor's Degree in Business Administration/Accounting. She spent 30 years in Corporate America in various director functions including Financial Controller, Director of Corp. Sourcing, Director of IT Operations and Project Management. Laura also spearheaded many technology enablement projects throughout her career. Brett Charles is a retired Master Plumber responsible for crews. Laura and Brett have no previous experience in the transportation industry, however, their business is a franchise of College Hunks Hauling Junk & Moving.

4. Describe the physical location, to include the office area, office machines that will be used, and where vehicles will be stored. Household goods in use carriers should include a description of their storage facilities, if applicable. *Our office/warehouse is approximately 1,000 sq. feet with a small office and garage/warehouse space. The franchise systems run on "HUNKWARE" for the CRM, scheduling and job booking software. We utilize MS 365 for email, calendar and office applications. We have 3 computers that are utilized on site, have 2 printers, internet + phones. The warehouse is used to store goods for donation that we pick up in our junk business and we store operation + maintenance supplies. Our trucks are parked on premises of the industrial complex.*
5. In regard to your communication network, please explain how you will receive customer requests for transportation, how you will dispatch the vehicles to fulfill the request, and continuous communication with drivers. *College Trucks operates a call center serving the US and Canada for all franchisees, in the system. Clients can call this call center or book jobs themselves on-line. Bookings and leads are entered into the "HUNKWARE" software and the related franchisee has access to their particular business. The software facilitates bookings, cancellations, scheduling, resource management, billing and claim management. We are able to communicate with our drivers via cell phone and dispatch based on advice from the system.*
6. Please explain:
- Your hiring standards for drivers; *If a prospective driver was previously employed as a driver, we check his/her references and our insurance company runs a driver record check. All employees are given a pre-employment background check. All potential drivers are required to obtain a DOT physical + Cubic Exam and pass a road test.*
 - Your system to ensure prospective drivers will be subject to a criminal background check; *All employees must pass a criminal background check prior to employment. We do not hire anyone with felony convictions in the last seven years.*
 - Your driver training program;
 - Truck orientation including operating the trucks, inspection processes and supplies on hand.*
 - Road test and certification*
 - DOT safety standards, including the drug + alcohol use regulations.*
 - Periodic safety training.*
 - Your system for ensuring that your drivers are properly licensed at all times; *Our insurance broker, Tri-State Insurance, has processes in place to monitor the named drivers on our policy for any change in the individual record.*
 - Your system to ensure that all drivers will be subject to a criminal background check every two years; *My payroll is outsourced to MSA Advisors and their operating system alerts me when my employees reach milestones that I designate. I will ensure that I am alerted 30 days prior to the two year anniversary of my drivers.*
 - Your policies regarding alcohol and drug use by your drivers. *See excerpts of our local Employee Handbook, pages 25 + 26, Attachment E.*

7. Please state the number of vehicles you plan to use in your business and why that number is appropriate to provide reasonable and efficient service to the geographical territory you will be serving. If you have already obtained vehicles for your business, please list them in the chart below. Taxicabs and limousines may not be used if the vehicle's age is greater than eight model years. *We currently have two trucks (listed below) and plan to have an additional two trucks in order to achieve the financial plan that is provided in section 11.*

<u>YEAR</u>	<u>MAKE</u>	<u>MODEL</u>	<u>SEATING CAPACITY</u>	<u>VEHICLE ID#</u>
2016	Isuzu	NPR	3	54DC4W1B4G5806244
2016	Isuzu	NPR	3	54DC4W1B6G5809789

8. Describe your vehicle safety program. Please include the following in your explanation:

- a. Your periodic vehicle maintenance plan:
We use Baier Automotive in Wexford PA to maintain and service our trucks. We will perform oil changes and check fluids & safety checks every 5,000 miles. We will have our trucks serviced at the miles intervals prescribed by the manufacturer and when otherwise needed.
- b. Your system for ensuring your vehicles will continuously comply with Pennsylvania's inspection standards and the Commission's equipment standards;
 1. *Every day that a truck is dispatched, the driving captain is responsible to ensure that our truck equipment and safety check is performed and that the truck is safe to operate.*
 2. *Every week, our Operations Manager performs a more in-depth truck & safety equipment check.*
- c. If applying for Household Goods Authority, explain how it will be ensured that vehicles meet all USDOT equipment standards. *We have reviewed the applicable regulations of the FMCS Regulations and the Safety Fitness Review program of the PA PUC and have implemented the necessary programs and policies to remain compliant. We also have a copy of the Federal Motor Carrier Safety Regulations Green Book on our premises for reference.*

9. As proof that an effort has been made to determine that insurance is affordable, list the name and phone number of insurance agents you have contacted and the prices of premiums they have quoted.
 1. *Nadia Hatzinas, Tri-State Insurance Agency. 973-579-6776 x210
 2 trucks, 4 named drivers \$667/month. Current Policy*
 2. *Corey Moore, Diamet Insurance, reviewed our policy and found on 1/14/17 that he could not improve on the rates I am currently paying.*

10. Criminal Record. Has the applicant* been convicted of a misdemeanor or felony for which applicant remains subject to supervision by a court or correctional institution?
 YES ___ NO

**If applicant is a partnership, limited partnership, limited liability partnership, limited liability company, or corporation, this question applies to all partners, members, shareholders and corporate officers. In the event that the answer is yes for one of those individuals, a separate page identifying the individual and stating relevant information should be attached.*

11. Financial Data. In addition to demonstrating your technical fitness, you must also demonstrate that you possess the financial fitness to provide the proposed transportation service. You may use the "Statement of Financial Position" which follows this page or supply a balance sheet prepared by an accountant. You need only provide the applicable information. Please feel free to also provide clarification information with your "Statement of Financial Position", which explains why you believe you have sufficient funds to ensure your transportation business can provide reliable service to the public in a safe manner.

PLEASE NOTE: COMMISSION REGULATIONS REQUIRE THAT PARTNERSHIPS, LIMITED PARTNERSHIPS, LIMITED LIABILITY PARTNERSHIPS, LIMITED LIABILITY COMPANIES, AND CORPORATIONS MUST FILE A CURRENT INCOME STATEMENT.

Statement of Financial Position (Balance Sheet)

As of (date) _____

ASSETS

Current Assets

Cash _____

Other Current Assets (specify) _____

Other Assets

Motor Vehicle Equipment _____

Building and Structures _____

Office Equipment _____

Investments and Funds (specify) _____

TOTAL ASSETS

LIABILITIES

Current Liabilities (Due within one year of date)

Long Term Liabilities (Due after one year of date)

TOTAL LIABILITIES

NET WORTH / OWNER'S EQUITY (Subtract total liabilities from total assets)

*See Attachment A - Balance Sheet
Attachment B - Income Statement*

See also "Clarifications to the Statement of Financial Position" Attachment D

STATEMENT OF FINANCIAL POSITION
One Year Projected Income Statement

*See Attachment C
One Year Operating
Budget*

REVENUE and GAINS

Operating Revenue
Net Revenue from non-carrier operations
Dividend and interest revenues
Other non-operating revenue
Gains
Total Revenue and Gains

EXPENSES

Equipment Maintenance and Garage Expense
Insurance Expense
Employee Salaries
Supervisory Salaries
Officer Salaries
Fuel Expense
Purchased Transportation (Lease Expense)
Materials and Supplies Expense
General Office Expense
Advertising Expense
Telephone Expense
Accounting Expense
Legal Expense
Uncollectible Revenue
Depreciation Expense
Amortization
Operating Taxes and Licenses
Rent Expense
Loss
Total Operating Expenses and Losses

Net Income Before Taxes

Provision for Income Taxes

Net Income (Loss)

Disclaimer: Applications are public records and can be accessed on the PUC's website. DO NOT provide social security numbers, credit card numbers, bank account numbers, tax information, or any other confidential information on your application, business plan, or verified statement forms.

Verification of Statement

The undersigned deposes and says that he/she is authorized to and does make this verification and that the facts set forth therein are true and correct to the best of his/her knowledge, information, and belief. The undersigned understands that false statements herein are made subject to penalties of 18 Pa. C. S. Section 4904 relating to unsworn falsification to authorities.



(Signature)

1/18/17
(Date)

Laura Charles, President and Owner
(Name and Title, printed or typed)

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PA PUBLIC UTILITY COMMISSION
SECRETARY'S BUREAU

Attachment A

PA - Pittsburgh - Charles
Balance Sheet
As of December 31, 2016

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PA PUBLIC UTILITY COMMISSION
SECRETARY'S BUREAU

	<u>Total</u>
ASSETS	
Current Assets	
Bank Accounts	
Bank of America Checking	165,475.70
Petty Cash	71.00
Total Bank Accounts	\$ 165,546.70
Accounts Receivable	
Accounts Receivable	2,433.00
Total Accounts Receivable	\$ 2,433.00
Other Current Assets	
Employee Advances	
Daniel Fuertes-Medina	0.00
Floyd Wright	1,383.00
Marco Lopez	100.00
Vincent Wooten	200.00
Total Employee Advances	\$ 1,683.00
Prepaid Expenses	2,619.07
Undeposited Funds	0.00
Total Other Current Assets	\$ 4,302.07
Total Current Assets	\$ 172,281.77
Fixed Assets	
CHHJ Franchise Purchase	85,000.00
Accumulated Amortization	-2,833.33
Total CHHJ Franchise Purchase	\$ 82,166.67
Total Fixed Assets	\$ 82,166.67
Other Assets	
Security Deposits	717.02
Total Other Assets	\$ 717.02
TOTAL ASSETS	\$ 255,165.46
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable	2,673.40
Total Accounts Payable	\$ 2,673.40
Credit Cards	
Bank of America Credit Cards	
B. Charles -0678	1,319.72
F. Wright -6893	349.75
L. Charles -9049	17,113.61
M. Lopez -1588	509.56

Master Account -1038	-13,171.76
V. Wooten -5309	<u>258.38</u>
Total Bank of America Credit Cards	<u>\$ 6,379.26</u>
Total Credit Cards	<u>\$ 6,379.26</u>
Other Current Liabilities	
Accrued Payroll	<u>2,193.57</u>
Total Other Current Liabilities	<u>\$ 2,193.57</u>
Total Current Liabilities	<u>\$ 11,246.23</u>
Total Liabilities	<u>\$ 11,246.23</u>
Equity	
Opening Balance Equity	0.00
Owner Contributions	299,995.00
Retained Earnings	
Net Income	<u>-56,075.77</u>
Total Equity	<u>\$ 243,919.23</u>
TOTAL LIABILITIES AND EQUITY	\$ 255,165.46

PA - Pittsburgh - Charles
Profit and Loss
December 2016

JAN 19 2017

PA PUBLIC UTILITY COMMISSION
 SECRETARY'S BUREAU

	Total			
	Dec 2016	Nov 2016 (PP)	Change	% Change
Income				
4001 Junk Job Revenue	12,505.10	13,570.00	-1,064.90	-7.85%
4002 Move Job Revenue	4,793.88		4,793.88	
4003 Labor Revenue	2,654.71	1,068.25	1,586.46	148.51%
Total Income	\$ 19,953.69	\$ 14,638.25	\$ 5,315.44	36.31%
Cost of Goods Sold				
5000 Franchise Fees	2,745.85	2,139.04	606.81	28.37%
5100 Truck Costs	952.43	1,042.03	-89.60	-8.60%
5200 Hunk Team	10,785.53	9,338.54	1,446.99	15.49%
5300 Credit Card Processing	218.04	176.00	42.04	23.89%
5350 Damage Repairs & Refunds	60.00		60.00	
5400 Disposal Costs	1,437.25	1,642.15	-204.90	-12.48%
Total Cost of Goods Sold	\$ 16,199.10	\$ 14,337.76	\$ 1,861.34	12.98%
Gross Profit	\$ 3,754.59	\$ 300.49	\$ 3,454.10	1149.49%
Expenses				
6100 Office Staff Compensation	119.00	119.00	0.00	0.00%
6200 Supplies & Materials	1,914.78	1,289.79	624.99	48.46%
6300 Advertising	5,968.54	4,191.94	1,776.60	42.38%
6400 Utilities	214.60	486.36	-271.76	-55.88%
6480 Rent	555.35	555.35	0.00	0.00%
6490 Vehicle Lease	2,910.66		2,910.66	
6500 Travel & Entertainment	297.20	101.51	195.69	192.78%
6600 Insurance	3,862.05	3,574.96	287.09	8.03%
6700 Legal & Professional Fees	150.00	545.00	-395.00	-72.48%
6750 Administrative Fees	37.26	78.06	-40.80	-52.27%
6800 Employee Development	155.40	636.98	-481.58	-75.60%
6900 Repairs & Maintenance	45.73	125.98	-80.25	-63.70%
7100 Other Expenses		101.00	-101.00	-100.00%
Total Expenses	\$ 16,230.57	\$ 11,805.93	\$ 4,424.64	37.48%
Net Operating Income	-\$ 12,475.98	-\$ 11,505.44	-\$ 970.54	-8.44%
Other Income				
8000 Other Miscellaneous Income		1.94	-1.94	-100.00%
8100 Hunk Team Labor - Tips Received	216.54	101.00	115.54	114.40%
Total Other Income	\$ 216.54	\$ 102.94	\$ 113.60	110.36%
Other Expenses				
8600 Hunk Team Labor - Tips Paid	258.00	160.00	98.00	61.25%
8700 Amortization Expenses	708.34	708.33	0.01	0.00%
8800 Reconciliation Discrepancies	-10.00		-10.00	
Total Other Expenses	\$ 956.34	\$ 868.33	\$ 88.01	10.14%

Net Other Income

-\$ 739.80 -\$ 765.39 \$ 25.59 3.34%

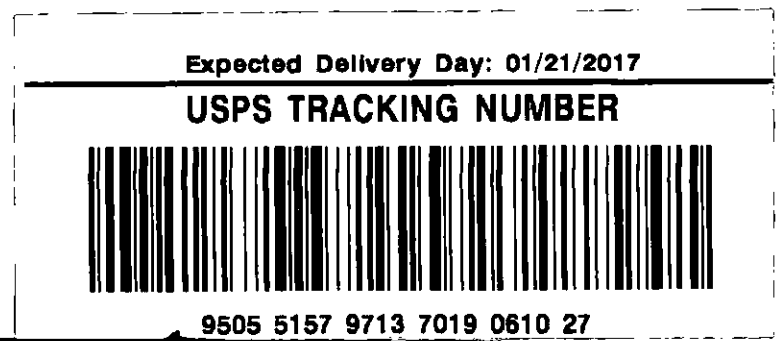
Net Income

-\$ 13,215.78 -\$ 12,270.83 -\$ 944.95 -7.70%

College Hurts Hauling Junk + Moving
3812 William Flynn Hwy #14
Allison Park, PA 15101



Commonwealth of Pennsylvania
Pennsylvania Public Utility Commission
P.O. Box 3265
Harrisburg, PA 17105-3265



Attachment C

Location One Year Operating Budget Nov 2016 - Oct 2017

Revised 10-25-16	% of Income	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Total
Income	jobs>>	33	39	43	44	65	104	130	156	156	182	120	120	1,192
Junk Removal Average Job Size		\$ 365	\$ 365	\$ 365	\$ 365	\$ 365	\$ 365	\$ 365	\$ 365	\$ 365	\$ 365	\$ 365	\$ 365	
Junk Removal Jobs/Day		\$ 1.00	\$ 1.25	\$ 1.35	\$ 1.35	\$ 2.00	\$ 3.00	\$ 3.00	\$ 4.00	\$ 4.00	\$ 4.00	\$ 3.00	\$ 3.00	
Moving Average Job Size		\$ 350	\$ 350	\$ 350	\$ 350	\$ 350	\$ 500	\$ 500	\$ 700	\$ 700	\$ 700	\$ 700	\$ 700	\$ 451
Moving Jobs/Day		\$ 0.25	\$ 0.25	\$ 0.30	\$ 0.35	\$ 0.50	\$ 1.00	\$ 2.00	\$ 2.00	\$ 2.00	\$ 3.00	\$ 2.00	\$ 2.00	
Operating Days / Month		\$ 26	\$ 26	\$ 26	\$ 26	\$ 26	\$ 26	\$ 26	\$ 26	\$ 26	\$ 26	\$ 24	\$ 24	\$ 308
Junk Removal Revenue		\$ 9,490	\$ 11,863	\$ 12,812	\$ 12,812	\$ 18,980	\$ 28,470	\$ 28,470	\$ 37,960	\$ 37,960	\$ 37,960	\$ 26,280	\$ 26,280	\$ 289,336
Moving Revenue		\$ 2,275	\$ 2,275	\$ 2,730	\$ 3,185	\$ 4,550	\$ 13,000	\$ 26,000	\$ 36,400	\$ 36,400	\$ 54,600	\$ 33,600	\$ 33,600	\$ 248,615
Total Income	100.00%	\$ 11,765	\$ 14,138	\$ 15,542	\$ 15,997	\$ 23,530	\$ 41,470	\$ 54,470	\$ 74,360	\$ 74,360	\$ 92,560	\$ 59,880	\$ 59,880	\$ 537,951
Cost of Goods Sold														
Contract Labor		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Credit Card Fees	1.50%	\$ 176	\$ 212	\$ 233	\$ 240	\$ 353	\$ 622	\$ 817	\$ 1,115	\$ 1,115	\$ 1,388	\$ 898	\$ 898	\$ 8,069
Direct Salaries-Junk Removal	18.00%	\$ 1,708	\$ 2,135	\$ 2,306	\$ 2,306	\$ 3,416	\$ 5,125	\$ 5,125	\$ 6,833	\$ 6,833	\$ 6,833	\$ 4,730	\$ 4,730	\$ 52,080
Direct Salaries-Moving	24.00%	\$ 546	\$ 546	\$ 655	\$ 764	\$ 1,092	\$ 3,120	\$ 6,240	\$ 8,736	\$ 8,736	\$ 13,104	\$ 8,064	\$ 8,064	\$ 59,668
Disposal Fees	8.00%	\$ 759	\$ 949	\$ 1,025	\$ 1,025	\$ 1,518	\$ 2,278	\$ 2,278	\$ 3,037	\$ 3,037	\$ 3,037	\$ 2,102	\$ 2,102	\$ 23,147
Truck Rental		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Estimator Sales Commission		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Fines - Traffic & Parking	1.00%	\$ 118	\$ 141	\$ 155	\$ 160	\$ 235	\$ 415	\$ 545	\$ 744	\$ 744	\$ 926	\$ 599	\$ 599	\$ 5,380
Franchise Expense														
Ad Fund	2.00%	\$ 235	\$ 283	\$ 311	\$ 320	\$ 471	\$ 829	\$ 1,089	\$ 1,487	\$ 1,487	\$ 1,851	\$ 1,198	\$ 1,198	\$ 10,759
CLC-Flat Fee	85700.00%							\$ 954	\$ 954	\$ 954	\$ 954	\$ 954	\$ 954	\$ 5,724
CLC-Booking Fee	5.00%	\$ 588	\$ 707	\$ 777	\$ 800	\$ 1,177	\$ 2,074	\$ 2,724	\$ 3,718	\$ 3,718	\$ 4,628	\$ 2,994	\$ 2,994	\$ 26,898
Royalty	7.00%	\$ 824	\$ 990	\$ 1,088	\$ 1,120	\$ 1,647	\$ 2,903	\$ 3,813	\$ 5,205	\$ 5,205	\$ 6,479	\$ 4,192	\$ 4,192	\$ 37,657
Total Franchise Expense		\$ 1,847	\$ 1,979	\$ 2,176	\$ 2,240	\$ 3,294	\$ 5,806	\$ 8,580	\$ 11,364	\$ 11,364	\$ 13,912	\$ 9,337	\$ 9,337	\$ 81,037
Fuel	6.00%	\$ 706	\$ 848	\$ 932	\$ 960	\$ 1,412	\$ 2,488	\$ 3,268	\$ 4,462	\$ 4,462	\$ 5,554	\$ 3,593	\$ 3,593	\$ 32,277
Moving, Packing Supplies - COGS	2.00%	\$ 46	\$ 46	\$ 55	\$ 64	\$ 91	\$ 260	\$ 520	\$ 728	\$ 728	\$ 1,092	\$ 672	\$ 672	\$ 4,972
Tolls	0.50%	\$ 59	\$ 71	\$ 78	\$ 80	\$ 118	\$ 207	\$ 272	\$ 372	\$ 372	\$ 463	\$ 299	\$ 299	\$ 2,690
Total Cost of Goods Sold		\$ 5,765	\$ 6,927	\$ 7,615	\$ 7,838	\$ 11,530	\$ 20,320	\$ 27,644	\$ 37,390	\$ 37,390	\$ 46,308	\$ 30,295	\$ 30,295	\$ 269,320
Gross Profit		\$ 6,000	\$ 7,210	\$ 7,926	\$ 8,158	\$ 12,000	\$ 21,150	\$ 26,826	\$ 36,970	\$ 36,970	\$ 46,252	\$ 29,585	\$ 29,585	\$ 268,631
Net Gross Profit %		51%	51%	51%	51%	51%	51%	49%	50%	50%	50%	49%	49%	50%
Expenses														
Administrative Services		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Accounting Fees		\$ 250	\$ 250	\$ 250	\$ 250	\$ 250	\$ 500	\$ 500	\$ 500	\$ 500	\$ 500	\$ 500	\$ 500	\$ 4,750
Misc Services - Guidant & CPA		\$ 119	\$ 119	\$ 119	\$ 119	\$ 119	\$ 1,619	\$ 119	\$ 119	\$ 119	\$ 119	\$ 119	\$ 119	\$ 2,928
Payroll Fees	4.00%	\$ 250	\$ 267	\$ 238	\$ 243	\$ 300	\$ 450	\$ 545	\$ 713	\$ 713	\$ 887	\$ 602	\$ 602	\$ 5,810
Total Administrative Services		\$ 619	\$ 636	\$ 607	\$ 612	\$ 669	\$ 2,569	\$ 1,164	\$ 1,332	\$ 1,332	\$ 1,506	\$ 1,221	\$ 1,221	\$ 13,488
Bank Charges		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Dues & Subscriptions		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Indirect Salaries (OPS/STAFF)		\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 24,000
Insurance														
Auto Insurance		\$ 400	\$ 400	\$ 400	\$ 400	\$ 400	\$ 800	\$ 800	\$ 800	\$ 800	\$ 800	\$ 800	\$ 800	\$ 7,600
Cargo Insurance							\$ 250	\$ 250	\$ 250	\$ 250	\$ 250	\$ 250	\$ 250	\$ 1,750
General Liability Insurance		\$ 279	\$ 279	\$ 279	\$ 279	\$ 279	\$ 279	\$ 279	\$ 279	\$ 279	\$ 279	\$ 279	\$ 279	\$ 3,348
Workers Comp Insurance	15.00%	\$ 938	\$ 1,002	\$ 894	\$ 911	\$ 1,126	\$ 1,687	\$ 2,042	\$ 2,673	\$ 2,673	\$ 3,328	\$ 2,257	\$ 2,257	\$ 21,787
Total Insurance		\$ 1,617	\$ 1,681	\$ 1,573	\$ 1,590	\$ 1,805	\$ 3,016	\$ 3,371	\$ 4,002	\$ 4,002	\$ 4,657	\$ 3,586	\$ 3,586	\$ 34,485
Legal & Professional Fees		\$ 350	\$ -	\$ -	\$ -	\$ -	\$ 350	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 700
Licenses & Permits		\$ 1,200	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,200
Marketing														
Collateral		\$ -	\$ -	\$ -	\$ 500	\$ 500	\$ 500	\$ 500	\$ 500	\$ 500	\$ 500	\$ 500	\$ 500	\$ 4,500
Direct Mail: Trigger One		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 6,000

Attachment C

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PA PUBLIC UTILITY COMMISSION
SECRETARY'S BUREAU

Location One Year Operating Budget

Revised 10-25-16	% of Income	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Total
Travel Expenses		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Other Expenses		\$ 1,724	\$ 1,724	\$ 800	\$ 5,488	\$ 5,488	\$ 5,488	\$ 5,488	\$ 5,488	\$ 5,488	\$ 5,488	\$ 5,488	\$ 5,488	\$ 53,639
Net Other Income		\$ (1,724)	\$ (1,724)	\$ (800)	\$ (5,488)	\$ (5,488)	\$ (5,488)	\$ (5,488)	\$ (5,488)	\$ (5,488)	\$ (5,488)	\$ (5,488)	\$ (5,488)	\$ (53,639)
Net Other Income %		\$ (0)	\$ (0)	\$ (0)	\$ (0)	\$ (0)	\$ (0)	\$ (0)	\$ (0)	\$ (0)	\$ (0)	\$ (0)	\$ (0)	\$ (0)
Net Income		\$ (15,504)	\$ (12,528)	\$ (9,672)	\$ (17,621)	\$ (12,818)	\$ (7,849)	\$ (1,573)	\$ 7,051	\$ 7,051	\$ 14,606	\$ 588	\$ 588	\$ (47,681)
Net Income %		-131.8%	-88.6%	-62.2%	-110.2%	-54.5%	-18.9%	-2.9%	9.5%	9.5%	15.8%	1.0%	1.0%	-8.9%
Net Operating Cash		\$ (15,504)	\$ (12,528)	\$ (9,672)	\$ (17,621)	\$ (12,818)	\$ (7,849)	\$ (1,573)	\$ 7,051	\$ 7,051	\$ 14,606	\$ 588	\$ 588	\$ (47,681)
Net Operating Cash %		-131.8%	-88.6%	-62.2%	-110.2%	-54.5%	-18.9%	-2.9%	9.5%	9.5%	15.8%	1.0%	1.0%	-8.9%
Enter Starting Cash Balance Here	\$ 184,000	\$ 168,496	\$ 155,968	\$ 146,296	\$ 128,675	\$ 115,857	\$ 108,007	\$ 106,434	\$ 113,485	\$ 120,537	\$ 135,143	\$ 135,731	\$ 136,319	

**Clarification to the Statement of Financial Position
Attachment D**

I, Laura Charles, the applicant and respondent, bought my College Hunks Hauling Junk & Moving franchise in August 2016 and opened for business on November 1, 2016. Enclosed are the financial statements for the two full months of operations ended December 31, 2016 and my first year operating budget, Attachments A, B and C.

The Corporate Accounting Group of College Hunks in Tampa Florida prepared the financial statements and are employed by me to do so each month for a monthly service fee. I prepared the one year operating budget and it was reviewed and approved by Corporate (the Franchisor).


I currently offer three service products in the two territories that I operate in the Pittsburgh, PA area. They are junk hauling, general labor and move labor. My one year operating budget assumed that I would obtain my PA move license in April 2017 and I am very excited about the prospect of receiving it prior to that assuming that the PA PUC finds my application in order and my operation compliant.

Please do not be alarmed at the current trend of operating losses that I am showing as these are according to plan and I am on track with my cash flow position. College Hunks franchisees typically begin breaking even by month six and spend a heavy amount of marketing budget in the first three months of operations in order to penetrate the market. Since I am opening up "virgin" territory for College Hunks, my growth will be more challenging than a new franchisee who opens adjacent to existing operators. I should note that my husband and I do not currently take a salary and we do not intend to until we are sure that we are tracking to plan and not before February 2017.

It is my strong belief that I will perform according to my plan and that I have more than adequate cash to cover myself should I fall short of my revenue goals.

By: Laura Charles Date: 1/18/17

Signature:

A handwritten signature in cursive script that reads "Laura Charles".

Resignation

A voluntary initiated separation by the employee. Employees who choose to resign from the company are urged to notify their supervisor, in writing, at least two weeks in advance of their departure.

Company-Initiated Termination

Includes decisions to end the employment relationship due to implementation of business plans that require reductions in force, business relocations, and shutdowns; inadequate work performance, excessive absenteeism, excessive lateness and violation of other rules, policies and/or procedures.

⇒ Drug and Alcohol Policy

We have a vital interest in maintaining a safe, healthy and efficient working environment. Employees under the influence of drugs or alcohol present safety and health risks to themselves and their fellow employees and have a detrimental effect upon high standards of performance and conduct. Violation of these policies will result in appropriate corrective action, up to and including immediate termination.

Alcohol

You may not report to work under the influence of alcohol. Alcohol may not be consumed in a company facility except at company-sponsored events that have been approved by management. At such events, employees should exercise moderation if they consume alcoholic beverages. If your job requires operation of an automobile or any other machinery, you may not consume alcohol at any time when it would impact your job. Company automobiles or machinery, or personal automobiles or machinery used in the conduct of company business, must not be operated by an employee under the influence of alcohol.

Drugs

You may not report to work under the influence of any illegal drugs. Employees who think or have been informed by their medical provider that their use of a legal drug may present a safety risk or may interfere in any respect with their job performance, judgment or behavior must report such risk or interference to the supervisor.

The unlawful manufacture, use, sale, purchase, transfer, or distribution of an illegal drug by our employees is prohibited.

Drug and Alcohol Testing

We may require potential employees and employees transferring into a new position who will drive the trucks in the course of their employment duties to consent to and pass a pre-employment drug test. The drug test will be performed at an authorized drug testing facility. We reserve the right to require an employee to consent to and pass a drug test following a work related accident/illness.

We reserve the right to test any employee we suspect of using or being under the influence of alcohol or a drug. Examples of factors that constitute reasonable suspicion include, but are not limited to: reports of unlawful use, erratic behavior, slurred speech, difficulty in motor coordination, dilated pupils, bloodshot eyes, arrests, increased absenteeism/tardiness, unexplained job deterioration, odor of alcohol or drugs, and general inappropriate behavior. The company will conduct drug testing in accordance with applicable law.

All employees who are employed as company drivers are subject to annual random drug and alcohol testing according to the FMSCA.DOT Regulation Part 382.

A drug test may be required in the event of a reported work related incidents or injuries whether medical treatment is needed or not. A drug test will be required for drivers involved in a motor vehicle accident while driving company vehicle where there is a fatality, other bodily injury or where a vehicle is disabled. Tests



resulting in positive drug or alcohol levels will result in the employee's immediate suspension and possible termination as the Company will apply the requirements of FMSCA.DOT Regulation Part 382.

Wages and Benefits

Wages

Your wages are determined at the time you are hired. You are paid in accordance with company policy regarding your pay schedule. Pay-periods are bi-weekly, beginning on a Sunday, ending the second Saturday and paid on the following Thursday.

Tips

Tips are very common in our industry and can be a significant part of the overall financial package of our Crew team members. The degree of faithfulness to our core values will correlate directly to the amount in tips that can be earned. Providing tips is at the sole discretion of the client and should never be directly solicited by Crew members.

Any tips paid in the form of cash or checks are to be retained by Crew members and are not reported to the Company. Tips that are included in the credit card payment for services must be reported as wages and will be subject to taxes and withholdings similarly to wages. If a client indicates that he or she will include the tip with the credit card payment, you may request that it be paid alternatively by check.

If the client provides tips to individual Crew team members, then those tips belong to the member receiving them, regardless of what the other team members received. If the client provides a lump sum tip for the job, then we will assume that the lump sum will be divided equally among each team member on the job. In this case, the Company will help divide the funds equally if the team doesn't have the means to do so.

Health, Dental, and Life Insurance Benefits

At this time, medical, dental, and life insurance coverage is not available to full-time employees, but will be when the Company reaches the minimum level of employees required by the Affordable Care Act or when the Owners of the Company can provide such benefits, whichever comes first.

401K Benefits

All employees are eligible to contribute to the Company 401K plan after six months of employment and having worked at least 1250 hours. The Company does not provide matching contributions at this time, but may elect to do so in the future. More details of this plan will be distributed in a separate document.

Workers' Compensation

Employees are covered under the workers' compensation laws. We maintain workers' compensation coverage to provide benefits as a result of accidental injury, illness, death or disability incurred in the course of, and arising out of, the injured employee's employment. Eligibility for workers' compensation benefits is governed by applicable law. Employees must immediately report any work-related injury to their immediate supervisor, no matter how slight. Instruction on what to do in the event of a work-related injury is posted on the Employee Postings Board at the Corporate Office.

Unemployment Compensation

Employees covered under the unemployment compensation laws may utilize this benefit in accordance with the law's rules and regulations.

Social Security

Employees are covered by the Federal Social Security system, which provides retirement, disability, survivor, and Medicare benefits to persons who meet governmentally imposed eligibility requirements. The cost of Social Security contributions for an employee is shared by you and the company.