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March 23, 2018

VIA EFILING

Rosemary Chiavetta, Secretary
Pennsylvania Public Utility Commission
Commonwealth Keystone Building
400 North Street, 2nd Floor
Harrisburg, PA 17120

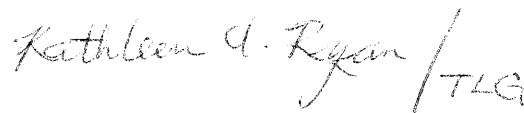
Re: Application of S&P Network, LLC to Operate as a Common Carrier of Household Goods in Use between points within the Commonwealth of Pennsylvania; Docket No. A-2018-3000445

Dear Secretary Chiavetta:

On February 13, 2018, Marathon Moving Labor, a division of S&P Network, LLC, filed the above-referenced Application with the Pennsylvania Public Utility Commission. Enclosed for electronic filing today, please find the addendum to the Verified Statement of Applicant, question number 4, and the signed Verification of Statement.

Please contact me if you have any questions regarding this filing.

Very truly yours,

 / TLG

Kathleen A. Ryan

KAR/tlg
Enclosure

4. Describe your facilities, record maintenance plan and your communication network. Please include a description of your physical location, to including office machines that will be utilized, and the facility to house vehicles. As a carrier of household goods in use, applicant should include a description of storage facilities, if applicable. Please include an explanation of your plan to maintain records required by the PUC, as well as normal business records. 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 how you will maintain continuous communication with your drivers.

I have a home office at my residence which is also the business address. Within my office space is a Printer with copy/fax/scan capabilities, a bulletin board with all my required postings such as Interstate Tariff, Harrisburg City Mercantile license, Labor and Industry poster, certificate of Interstate HHG Authority, Process Agent list, etc.

I have a vertical 5 drawer filing cabinet that houses records for the following:

- *Receipts of transactions for tax purposes*
- *A file for each vehicle owned that includes maintenance records, maintenance plans, etc.*
- *General company information such as insurance records*

I also have a separate 2 drawer filing cabinet with a locking feature to hold employee records and driver qualification file which has:

- *Employment application, inquiry to previous employers, photo copy of driver's license (we do not plan to use vehicles above 26,000 GVW), and initial 3 year MVR*
- *Folder for subsequent annual MVR checks*
- *Folder for HOS records*
- *Annual driver verification statement*
- *Medical exam records*
- *Inquiry to State Agencies for record checks*
- *Although not required, we will also have drug and alcohol testing folders in this file as well.*

I currently have one driver that is qualified for Intrastate HHG operations within the Commonwealth. I plan on hiring 1-2 drivers especially upon approval of Intrastate Authority. I myself am only qualified for Interstate operations.

For our communication network we have a business telephone line, email and a website. Customers inquire about services through these. The information and job details (if any) are noted and the customer is contact by phone. An on-site estimate is scheduled, estimator meets with client and sends proposal for services to email. Upon customer's acceptance of proposal, service is scheduled.


I understand that I am required to furnish to the customer the "information for shippers" document and prepare an order for service for full service consumers. I also understand that I must use a local bill of lading for under 40 mile moves.

A schedule is made on a weekly basis that has job details for every client we will serve.

We mobilize each day knowing what supplies and equipment are needed for the jobs that we are to perform that day. Crew leaders will also be drivers as well. They will be in contact as needed throughout the day with our clients and management. We will follow the law in regards to phone usage while driving, along with all other local, State & Federal laws.

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)

Steve Paparounis – Sole owner

(Name and Title, printed or typed)



(Date)