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2019 JUN 17 AM 10:04

PA PUC
SECRETARY'S BUREAU

Bellhops, Inc.
1110 Market Street, Ste 502
Chattanooga, TN 37402

Secretary
Pennsylvania Public Utility Commission
400 North Street, Second Floor
Harrisburg, PA 17120
(717) 772-7777
www.puc.pa.gov

Re: CONFIDENTIALITY of Applicant Financial Information

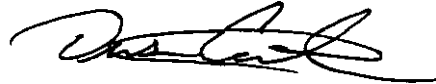
Secretary:

Bellhops Moving, LLC ("Bellhops") is requesting that the Pennsylvania Public Utility Commission (the "Commission") grant Bellhops' request for a Certificate of Public Convenience to operate as a household goods motor carrier in the State of Pennsylvania. It is our understanding that the Commission requires all household goods motor carriers to provide certain financial data as part of the application process. In accordance with those requirements, Bellhops has submitted the foregoing information.

However, we would respectfully ask that the Commission keep all financial information submitted in connection with this application strictly confidential and not disclose such information to any third party. Inappropriate disclosure of such confidential information could result in irreparable harm to the company, which cannot be adequately compensated by money damages.

If the Commission has any concerns with the restrictions placed on the financial information disclosed in connection with this application, please contact me as soon as possible at legal@getbellhops.com. I can also be reached by telephone at (615) 594-3150.

Thank you,



Dustin Carlton
VP, Legal & Compliance

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Application for Motor Common Carrier or Motor Contract Carrier of Household Goods in Use.

THIS APPLICATION IS REQUIRED TO REQUEST A CERTIFICATE OF PUBLIC CONVENIENCE (FOR COMMON CARRIERS) OR PERMIT (FOR CONTRACT CARRIERS) TO OPERATE AS A COMMERCIAL CARRIER OF HOUSEHOLD GOODS IN USE.

1. **Legal Name of Applicant** (Individual, Partnership or Corporation)

Bellhops Moving, LLC

- If you are an individual who has not formed any type of corporate entity, you should enter your name *as it will appear on your insurance documents*.
- If you are filing for a partnership, but **not a limited liability partnership**, the names of all partners must be entered on this line. Those names should be entered *as they will appear on your insurance documents*. This includes husbands and wives filing jointly.
- If you are filing for a corporate entity (corporation, limited liability company, or limited liability partnership), **even if you are the sole shareholder member**, you must enter the name **exactly as it appears on the registration papers from the Corporation Bureau of the Pennsylvania Department of State.**

2. **Trade Name** (Attach a copy of fictitious name registration if applicable)

This is any name which you will be operating under which differs from the **LEGAL NAME OF APPLICANT**. A **TRADE NAME** is considered a **FICTITIOUS NAME** if the identity of the applicant cannot be readily determined. *EXAMPLE: John Doe is the applicant and wants to use the name "Johnboy Trucking" as his trade name. People cannot readily determine that John Doe is the actual operator; therefore, the name is fictitious and must be registered as such. Trade names such as "John Doe Trucking" or "J. Doe Trucking" are not considered fictitious and would not have to be registered.*

3. **Do you currently hold PUC Authority? NO Previous Authority? NO**

If YES, at PUC No. A- _____

4. **Are you a business entity registered with the PA Dept. of State? YES**

If NO, you must register (see checklist on how to register)

If YES, provide your PA Corporation Bureau Entity ID Number **6900794**

(See checklist and indicate type of business entity registered)

5. **If either a corporation or limited liability company please list members (LLC) or shareholders and officers (corporation).**

Bellhops, Inc. – Sole Member

1110 Market Street, Suite 520

Chattanooga, TN 37402

6. **Physical Address** (do not use PO Box)

1110 Market Street, Suite 502

Street Address

Chattanooga, TN 37402

City, State and Zip Code

423-464-6401

Telephone Number

Hamilton

County

The address entered here should be the actual location of the business. This is the address the Commission needs in order to dispatch Enforcement Officers to inspect equipment.

7. **Mailing Address** (if different from Physical Address)

Street Address

City, State and Zip Code

This is the address to which the Commission will send all official documents issued by the Commission. If left blank, it will be assumed that the **MAILING ADDRESS** is the same as the **PHYSICAL ADDRESS**.

8. **Attorney** (if applicable)

Attorney's Name & Telephone Number for this Filing

Attorney's Address

An attorney's name should only be entered if an attorney is filing the application for a client and the application is being sent under the attorney's cover letter.

9. **Does applicant have a USDOT Number?**

No

Yes, at No. 3296538

Obtaining it simultaneously – different process (USDOT obtained through URS system); MC via Form Op-1
Need DOT to file Form OP-1

10. **Describe the service area proposed by this application.**

(Use the space below or attach additional sheet if space provided is not sufficient).

To transport household goods in use between points in Pennsylvania.
To transport household goods in use from points outside of Pennsylvania to points in Pennsylvania and vice versa.

Examples:

- *To transport household goods in use between points in Pennsylvania.*
- *To transport household goods in use from points in Centre County to points in Pennsylvania, and vice versa.*

11. Certification:

Applicant certifies that it is not now engaged in unauthorized intrastate transportation for compensation between points in Pennsylvania and will not engage in said transportation unless and until authorization is received from the Pennsylvania Public Utility Commission.

Applicant further certifies that it understands the requirements of the Pennsylvania Public Utility Commission, especially as they relate to safety and insurance and that it may be subject to civil penalties, suspension or cancellation of the Certificate for failure to comply with Commission requirements.

Applicant further certifies that it understands that it is subject to an annual assessment based upon its reported gross Pennsylvania intrastate revenues; said assessment to help defray expenses incurred in regulating Motor Common Carriers of Household Goods in Use; and acknowledges that failure to report revenue and pay its annual assessment may result in civil penalties, suspension or cancellation of the certificate.

Verification of Application

I/We hereby state that the statement(s) made in this application is/are true and correct to the best of my/our knowledge and belief.

The undersigned understands that false statements herein are made subject to the penalties of 18 Pa. C.S. Section 4904 relating to unsworn falsification to authorities.

Bellhops Moving, LLC by: Bellhops, Inc. by: Dustin Carlton, VP of Legal and Compliance and Secretary

(Print Name)



(Signature)

6/12/19

(Date)

The verification of the application must be completed by the applicant appearing on Line 1 of the application by the named individual, all partners if a partnership, a member (if a limited liability company), or by the President or Secretary (if a corporation).

VERIFIED STATEMENT OF APPLICANT

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.

PA PUC
SECRETARY'S BUREAU

2019 JUN 17 AM 10:05

Bellhops Moving, LLC

Legal Name of Applicant

Trade Name, if any

1110 Market Street, Suite 502

Street Address (principal place of business)

Chattanooga

City or Municipality

TN 37402

State

Zip Code

The Verified Statement of the Applicant factual details about your proposed transportation service. Your Verified Statement must answer all of the items listed below and on the following pages. Provide as much information as possible to prevent delay in processing your application. If you need more space to provide your answer, please attach additional pages identifying the appropriate item number.

1. Identify the person making the Verified Statement on behalf of the applicant. If an employee/officer of applicant is making the statement, give name, title, business address and telephone number.

Dustin Carlton – VP of Legal and Compliance & Secretary

1110 Market Street, Suite 502

Chattanooga, TN 37402

423-464-6401

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

Bellhops Moving, LLC is a wholly owned subsidiary of Bellhops, Inc., a federally licensed property broker, which has arranged for the transportation of property by property carriers in Pennsylvania since 2016.

3. Please provide evidence of minimum of two-years' experience with a licensed household goods carrier as required by 52 Pa. Code §3.381(c)(1)(iii)(A)(II)(-1-).

As set forth above, Bellhops Moving, LLC is a wholly owned subsidiary of Bellhops, Inc., a federally licensed property broker (which has also submitted an application for household goods brokerage authority in Pennsylvania, as a result of its intention to broker household goods moves to its subsidiary, Bellhops Moving, LLC). Bellhops, Inc. (formerly Campus Bellhops, LLC) began operations in 2011 by arranging for independent third party lumpers to provide loading and unloading services to customers requesting residential and office moves. During its initial operations, Bellhops, Inc. neither provided motor carrier services nor arranged for third parties to provide transportation services. However, as a result of customer requests for transportation services in connection with loading and unloading, in 2016, Bellhops, Inc. began offering full service moves itself as an authorized household goods ("HHG") motor carrier in select markets (though Bellhops, Inc. has never operated as a HHG motor carrier in Pennsylvania). Bellhops, Inc. also began brokering property transportation services to third party service providers (as it has done in Pennsylvania since 2016). Since beginning its operations, Bellhops, Inc. has either performed or successfully brokered over 150,000 moves to customers in more than 25 states (including Pennsylvania) with an average star rating of 4.8/5 (on a scale of 1-5). Bellhops, Inc. would like

to begin offering, through its wholly owned subsidiary, full household goods moving services in Pennsylvania, including transportation on Bellhops owned or leased trucks.

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.

Bellhops Moving, LLC is owned and operated by Bellhops, Inc., which is headquartered at 1110 Market Street, Suite 502, Chattanooga, TN 37402. All records of Bellhops Moving, LLC will be stored and retained in accordance with applicable law at the foregoing location. The Chattanooga office will house all files in physical and/or electronic folders with all electronic databases being backed up securely. Files will include, but are not limited to, to the extent required by applicable law, all written documentation of reportable accidents, employee personnel files, driver qualification files (including motor vehicle records and any required physicals or verified employment histories), any applicable driver logs, required maintenance and inspection reports, proof of insurance documents, etc. All records will be maintained in accordance with applicable data retention laws.

With regards to communication, Bellhops Moving, LLC will receive customer order requests from its parent, Bellhops, Inc. Customers may place orders for services via phone or over the internet at www.getbellhops.com. After an order has been placed, Bellhops, Inc. will arrange for Bellhops Moving, LLC to provide the moving services and will communicate the details of the order to Bellhops Moving, LLC and its workers. Bellhops, Inc. will use the same technology platform that it has successfully used for the past 2 years in Pennsylvania to ensure customer requests for services are matched with Bellhops Moving, LLC carriers who are ready, willing, and able to fulfill customer orders. Bellhops Moving, LLC will dispatch drivers of motor vehicles (primarily 15-26 ft box trucks) and will be in continuous communication with drivers via the Bellhops mobile application and via text and cell phone communication. Bellhops Moving, LLC will also hire an in-market general manager to manage and ensure quality.

5. Please state the number of drivers you intend to use or hire in your business and explain why that number of drivers is appropriate for the size of the territory you will be serving. In addition, please explain:

Bellhops Moving, LLC will initially use or hire approximately 3-4 drivers. We estimate that Bellhops Moving, LLC will perform about 40 full-service moves per month based on Bellhops, Inc. historical data. The company would like to have 3-4 drivers to ensure that someone is always available to drive a truck.

Bellhops Moving, LLC intends to work with Hub International (“Hub”), an insurance broker with significant experience in the transportation industry, and/or National Transportation Consultants, Inc. (“NTCI”), a third party consulting group, to ensure that the following programs will comply with applicable law. In addition:

- a. Your hiring standards for drivers;

All drivers must be physically and medically qualified under the Federal Motor Carrier Safety Regulations (as adopted by Pennsylvania). Moreover, all drivers must be at least 21 years of age or older and must successfully pass a criminal background and motor vehicle records check. In addition, drivers must demonstrate competency in working and communicating with customers and must pass a road test.

- b. Your system for conducting criminal background checks;

Bellhops Moving, LLC will use a third party service provider, such as Checkr, to conduct criminal background checks on all drivers.

- c. Your driver training program;

The company intends to work with Hub and/or NTCI to develop a driver training program that is compliant with applicable law. All drivers will be trained on and certified in the general operation of all motor vehicles used by the company and will be expected to abide by defensive driving principles. In addition, drivers will be required to know how to block, brace, and tie down cargo and will be required to pass a road test. Further, drivers will be trained on driver qualification requirements, hours-of-service restrictions, and vehicle maintenance and inspections, among other topics. The company intends for its program to include recurrent training to ensure drivers remain up-to-date on all applicable regulations.

- d. Your system for conducting driver license checks;

Bellhops Moving, LLC will use a third party service provider, such as Checkr, to conduct motor vehicle records and driver's license checks. Motor vehicle records will be reviewed at least annually in accordance with applicable law.

- e. Your policies regarding alcohol and drug use by your drivers.

Bellhops Moving, LLC has a drug and alcohol-free workplace policy that applies to all drivers and movers who work in the field. The company explicitly prohibits: (i) the use, possession, solicitation for, or sale of narcotics or other illegal drugs, alcohol, or prescription medication taken or possessed without a prescription on customer premises or whenever performing a work assignment; (ii) being impaired or under the influence of legal or illegal drugs or alcohol away from the company or on customer premises if such impairment or influence adversely affects the individual's work performance, the safety of the individual or others, or puts at risk the company's reputation; and (iii) the presence of any detectable amount of prohibited substances in the individual's system while at work, while on the premises of company customers, or while on company business. "Prohibited substances" include illegal drugs, alcohol, or prescription drugs not taken in accordance with a prescription given to the individual. Notwithstanding anything herein to the contrary and for the avoidance of doubt, legal, over-the-counter drugs may be taken without a prescription in accordance with their permitted use where such use does not adversely affect the individual's work performance, the safety of the individual or of others, or risk the company's reputation.

Bellhops Moving, LLC may conduct drug and/or alcohol testing, including pre-employment, random testing, for-cause testing (e.g., if the company has reason to believe that the individual may be under the influence of drugs or alcohol), and post-accident testing. If an individual is tested for drugs or alcohol and the results indicate a violation of company policy, or if an individual refuses a request to submit to testing, the individual may be subject to appropriate remedial action.

6. 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 territory you will be serving. If you have already obtained vehicles for your business, please list them in the chart below.

Bellhops Moving, LLC plans to rent two (2) vehicles from equipment lessors, one 16 ft truck and one 26 ft truck. We estimate that Bellhops Moving, LLC will perform about 40 full-service moves per month based on Bellhops, Inc. historical data. The company would like to have 3-4 drivers to ensure that someone is always available to drive a truck.

<u>YEAR</u>	<u>MAKE</u>	<u>MODEL</u>	<u>SEATING CAPACITY*</u>	<u>VEHICLE ID #</u>	<u>MILEAGE</u>

7. Describe your vehicle safety program. Please include the following in your explanation:
 - a. Your periodic vehicle maintenance plan
 - b. Your system for ensuring your vehicles will continuously comply with applicable Pennsylvania vehicle equipment standards (67 Pa. Code, Chapter 175).

Bellhops Moving, LLC will be renting all motor vehicles from third party equipment lessors who will be responsible for maintaining the safety of all vehicles. Bellhops Moving, LLC will work with the equipment lessors to ensure that all leased vehicles have in fact passed all semi-annual inspections and any other inspections required by law and have been systematically maintained. Bellhops Moving, LLC will also require that all of its drivers conduct all required visual inspections of the vehicle (e.g. pre-trip and post-trip inspections).

8. Please explain what steps you have taken to determine if you can obtain insurance and pay the required insurance premiums.

Bellhops Moving, LLC has solicited underwriters for full auto insurance, providing liability coverage of at least \$750,000. The company has also solicited underwriters for cargo insurance in the amount of at least \$5,000 per vehicle and \$10,000 per occurrence. Insurance premiums will be paid by Bellhops, Inc. Financial data for Bellhops, Inc. is provided in this application.

9. State whether the applicant has been convicted of a misdemeanor or felony. If applicant is partnership, limited liability partnership, corporation, or limited liability company this question applies to all members, officers, and/or shareholders. If "YES", explain.

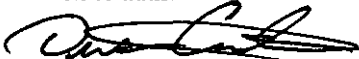
NO

10. Financial Data. Complete the "Statement of Financial Position", which follows this page. Please feel free to also provide additional information explaining why you believe you have sufficient funds to ensure your transportation business can provide reliable service to the public in a safe manner.

The financial data for Bellhops, Inc. is disclosed below. Bellhops Moving, LLC is owned and operated by Bellhops, Inc., which has successfully operated and provided reliable services to the public since 2014. Indeed, Bellhops, Inc. now operates in more than 25 states and has consistently produced some of the highest ratings for customer satisfaction in the industry.

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)

 Dustin Carbon, VP of Legal & Compliance & Secretary
 (Name and Title, printed or typed)

6/12/19

 (Date)

Bellhops, Inc.
Attn: Legal
1110 Market St, Ste 520
Chattanooga, TN 37402



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17120

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37402
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Secretary, PA Public Utility Commission
400 North Street, 2nd Floor
Harrisburg, Pennsylvania 17120