

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)

Matt Lock Moving & Storage 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?** **NO**

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

If YES, provide your PA Corporation Bureau Entity ID Number **14436952**

(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).**

Daniel Gallagher _____
Theresa Gallagher _____

6. **Mailing Address**

655 2nd Street Pike
Street Address
Southampton PA 18966 Bucks County
City, State and Zip Code County
609-992-3752 mattlockevi@gmail.com
Telephone Number E-Mail Address

This is the e-mail address to which the Commission will send all official documents issued by the Commission until further notice.

7. **Physical Address** (if different from Mailing Address. Do not use a PO Box.)

Street Address

City, State and Zip Code County

Telephone Number E-Mail Address

The address entered here should reflect the actual location of the business. This is the address the Commission needs in order to dispatch Enforcement Officers to inspect equipment. If left blank, it will be assumed that the **PHYSICAL ADDRESS** is the same as the **MAILING ADDRESS**

8. **Attorney** (if applicable)

Attorney's Name & Telephone Number for this Filing

Attorney's Address E-mail 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 x Yes, at No. 3921264

10. **Describe the service area proposed by this application.**
(Use the space below or attach additional sheet if space provided is not sufficient).

complete eviction for foreclosed bank owned properties and if personal property is present
move it to a office site storage facility.

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.

Daniel Gallagher

(Print Name)



(Signature)

05/28/2025

(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.

Daniel Gallagher

Legal Name of Applicant

Trade Name, if any

655 2nd Street Pike

Southampton PA 18966

Street Address (principal place of business)

City or Municipality

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.

Daniel Gallagher

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

Owner

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

*** Please see attachment

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.

*** Please see attachment

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:
- a. Your hiring standards for drivers;
 - b. Your system for conducting criminal background checks;
 - c. Your driver training program;
 - d. Your system for conducting driver license checks;
 - e. Your policies regarding alcohol and drug use by your drivers.

*** Please see attachment

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. *** Please see attachment

<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).

*** Please see attachment

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

*** Please see attachment

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.

____ YES x 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.

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.

Daniel Gallagher
(Signature)

Daniel Gallagher - Owner
(Name and Title, printed or typed)

5/28/25
(Date)

VERIFIED STATEMENT OF APPLICANT

3. Evidence of Minimum Two Years' Experience with a Licensed Household Goods Carrier or Equivalent

I have over two years of verifiable experience in the field of household goods transportation, specifically focused on the removal, transportation, and secure storage of personal property in connection with foreclosed and bank-owned properties. While the nature of my work does not involve direct service to individual residential customers, it is functionally equivalent to the services performed by licensed household goods carriers, as outlined in 52 Pa. Code § 3.381.

From 2008 to present, I have operated as a subcontractor and logistics provider for financial institutions, mortgage servicers, and real estate-owned (REO) asset management firms. My responsibilities include:

- Executing court-ordered evictions at foreclosed residential properties in accordance with state and local regulations
- Safely removing, transporting, and cataloging personal property left behind by occupants
- Relocating such items to secure, climate-controlled storage facilities within the same county
- Maintaining proper documentation, including inventory logs, photo evidence, and chain-of-custody forms
- Coordinating logistics with property preservation companies and attorneys representing the financial institutions

Throughout this period, I have handled hundreds of moves and have developed and followed procedures that mirror those used in traditional household goods moving operations, including use of appropriate equipment, trained crews, and secure transportation vehicles.

In support of this experience, I can provide the following documentation upon request:

- Letters of reference or verification from financial institutions and REO property management firms I have contracted with
- Copies of completed work orders and photographic documentation of moves and storage
- Business tax filings and invoices demonstrating the continuity and scope of operations over the past two years

This experience reflects a consistent, direct engagement in the handling and transportation of household goods under regulated conditions, and is fully equivalent to the qualifications described in the PUC regulation.

4. Description of Facilities, Record Maintenance Plan, and Communication Network

Physical Location & Facilities

Our operations are based out of a centrally located facility in Bucks County, designed to support the specialized logistical and administrative needs of eviction and property removal services for bank-owned, foreclosed properties. The office includes approximately 1500 sq. ft. of workspace and is outfitted with the following equipment:

- Desktop computers connected to secure cloud-based platforms for receiving and managing work orders
- High-speed internet and dedicated business phone lines
- Multi-function printers, scanners, and copiers for document handling
- Locked file cabinets for retaining any required hard copies of documentation

The facility also includes a secure lot capable of housing our vehicle fleet, which consists of box trucks used for transporting personal property removed from foreclosed sites..

Storage Facility for Personal Property

As part of the eviction process, any personal property found at a foreclosed residence is transported to an off-site storage facility located within the same county as the property in question. This facility is:

- Climate-controlled and secured with 24/7 surveillance and alarm systems
- Organized using a barcode-based inventory tracking system for logging the contents of each eviction
- Operated under strict access controls to protect stored items until further disposition by the bank or legal authorities

The facility complies with any applicable legal requirements for the temporary storage of evicted personal property and maintains chain-of-custody documentation for each case.

Record Maintenance Plan

We maintain meticulous records in accordance with applicable regulations and bank client requirements. Our plan includes:

- **Digital Records:** All work orders, photographs, chain-of-custody documentation, vehicle logs, and personnel records are stored in a secure, cloud-based system that is accessible to authorized personnel only. Regular backups are performed to ensure data integrity.
- **Physical Records:** Hard copies of eviction orders, inventory logs, and signed acknowledgments (if required) are stored in locked cabinets at our main office.
- **Retention Schedule:** Records are retained for the period specified by our clients and legal standards, with digital archives maintained beyond the required retention window as needed.

Communication Network

Unlike traditional moving companies, we do not deal directly with individual customers. All of our

assignments originate from financial institutions or asset management companies managing foreclosed properties. Our communication structure is as follows:

- **Receiving Work Orders:** Work orders are received electronically from our bank clients via secure email or web portal. Each assignment is entered into our job management system for scheduling and dispatch.
- **Dispatching Vehicles:** Our dispatch coordinator assigns jobs based on location, urgency, and available resources. Crews are dispatched through our internal system and notified via smartphone or tablet, which also allows them to upload photos and completion reports from the field.
- **Communication with Field Teams:** Field crews remain in constant contact with the office via mobile devices, allowing for real-time updates, GPS tracking, and immediate response to any issues. If needed, communication is supplemented via SMS or radio.

This streamlined and secure communication network ensures prompt response to client work orders and reliable execution of eviction and property transport services, with strict documentation and accountability throughout each step of the process.

5. Driver Staffing and Safety Policies

I intend to utilize a team of **five (5) drivers** to support the operational needs of my business, which is focused on servicing foreclosed, bank-owned residential properties across Philadelphia, Bucks, Montgomery and Chester counties. This number of drivers is appropriate and efficient based on the following:

- **Territory Size:** The business is county-based with occasional travel to nearby counties. Five drivers allow for flexible scheduling, adequate coverage, and timely completion of multiple simultaneous work orders, including emergency assignments or last-minute evictions.
- **Operational Volume:** Based on historical work volume and ongoing demand from financial institutions and REO management firms, five drivers ensure the capacity to respond quickly to orders without delays or resource shortages.

a. Hiring Standards for Drivers

Drivers must meet the following minimum requirements prior to employment:

- Possess a valid Pennsylvania driver's license with a clean driving history
- Be at least 25 years of age to align with insurance requirements
- Have a minimum of two years' experience operating box trucks or similar commercial vehicles
- Demonstrate professionalism, discretion, and the ability to interact appropriately during sensitive eviction processes
- Be physically capable of lifting and handling household items, and able to follow chain-of-custody and inventory procedures

b. Criminal Background Checks

All prospective drivers are subject to a thorough background screening process conducted through a third-party provider. The check includes:

- Nationwide criminal history
- Sex offender registry check
- County-level court records for the past seven years
- Social Security number verification

Any applicant with a history of violent crime, theft, property damage, or other offenses that would pose a risk to property or clients is disqualified from employment.

c. Driver Training Program

Our training program includes:

- Orientation on company policies, safety standards, and the legal sensitivity of eviction work
- Hands-on training in secure loading/unloading techniques and use of moving equipment (dollies, liftgates, straps)
- Instruction on documentation procedures, including inventory logging and property photographs
- Real-time shadowing with experienced personnel for a probationary period
- Review of Pennsylvania vehicle and moving regulations relevant to household goods transport

d. Driver License Checks

We conduct motor vehicle record (MVR) checks at the time of hire and then **annually** through our insurance provider or a certified MVR service. Drivers with DUIs, reckless driving charges, or more than two moving violations within the last three years are not eligible for hire or continued employment.

e. Alcohol and Drug Use Policy

We enforce a strict **zero-tolerance policy** regarding alcohol and drug use. Our policies include:

- Pre-employment drug testing
- Random drug and alcohol screening conducted throughout employment
- Immediate testing following any workplace accident or injury
- Termination upon any positive test result or refusal to submit to testing
- Required compliance with DOT regulations (where applicable)

All policies are documented in the employee handbook and reviewed during onboarding. Each driver must sign an acknowledgment form agreeing to comply with these standards.

6. Number of Vehicles and Justification

I plan to use **three (3) vehicles** in my business operations. This number is appropriate and efficient given the size of our service territory and the nature of our work, which involves eviction support and the transportation of personal property from foreclosed, bank-owned residential properties to secure off-site storage.

Fleet Composition:

- (2) 16–20 foot box trucks equipped with lift gates for transporting larger household goods and furniture
- (1) utility van used for transporting smaller items, tools, and supplies, or for conducting site assessments

Justification for Fleet Size:

- **Territory Coverage:** Our company services Philadelphia, Bucks, Montgomery, Chester, and surrounding counties. This regional focus allows for route planning and job coordination within a manageable radius, where three vehicles provide sufficient coverage to fulfill multiple work orders per day.
- **Operational Demand:** Based on current volume from financial institutions and REO asset management firms, three vehicles are capable of meeting demand, with capacity to handle several simultaneous jobs across different counties.
- **Resource Management:** A fleet of three vehicles allows us to operate cost-effectively, maintain flexibility in scheduling, and minimize downtime. It also provides redundancy in case one vehicle is out of service for maintenance.

All vehicles are regularly maintained, fully insured, and equipped with the necessary moving and safety equipment to ensure the secure transport and handling of personal property removed during eviction proceedings.

7. Vehicle Safety Program

Maintaining a safe and compliant vehicle fleet is a critical part of our business operations, especially given the responsibility of transporting personal property during foreclosure-related evictions. Our **vehicle safety program** is structured to ensure that all vehicles are well-maintained, safe for operation, and continuously compliant with Pennsylvania's vehicle equipment standards as outlined in **67 Pa. Code, Chapter 175**.

a. Periodic Vehicle Maintenance Plan

We follow a **routine preventive maintenance schedule** for all vehicles in our fleet, which includes:

- **Daily Pre-Trip Inspections:** Drivers are required to complete a checklist each morning before operating any vehicle. This includes checking brakes, lights, tires, mirrors, fluid levels, and safety equipment.

- **Weekly Walk-Around Inspections:** Supervisors perform weekly visual inspections to identify any developing issues that drivers may not have noted.
- **Monthly In-House Maintenance Review:** Each vehicle is brought in for a basic maintenance review, including oil levels, tire wear, air pressure, brake condition, and battery performance.
- **Quarterly Professional Service:** Vehicles are taken to a licensed mechanic for a full inspection and servicing at least every three months, or sooner if mileage or usage conditions require.
- **Annual State Inspections:** All vehicles are scheduled for and pass required Pennsylvania state inspections, as mandated by law.

All maintenance activities are logged and stored both physically and digitally to maintain complete service records for each vehicle.

b. Compliance with Pennsylvania Vehicle Equipment Standards (67 Pa. Code, Chapter 175)

To ensure that our vehicles are continuously compliant with Pennsylvania's safety and equipment regulations:

- **State Inspections:** Each vehicle undergoes a **certified Pennsylvania state inspection** annually, as required under Chapter 175. We track expiration dates and schedule inspections in advance to avoid any lapse.
- **Ongoing Monitoring:** Our fleet manager stays current on regulatory updates related to Chapter 175 and ensures that all safety features—such as lighting, braking systems, tires, exhaust systems, and suspension components—meet or exceed minimum standards at all times.
- **Corrective Repairs:** If a driver or supervisor notes a defect or noncompliant issue during a routine inspection, the vehicle is immediately removed from service and taken for repair. No vehicle is operated until it meets full compliance and passes reinspection.
- **Documentation:** All inspection reports, service records, and compliance documentation are maintained and available for audit or regulatory review.

This safety program is designed not only to meet legal requirements, but also to protect our employees, other drivers on the road, and the property we transport.

8. Insurance Coverage and Financial Preparedness

I have already secured all required insurance policies necessary to operate as a household goods carrier in Pennsylvania. This includes:

- **Commercial Auto Liability Insurance**
- **Cargo Insurance**
- **General Liability Insurance**
- **Workers' Compensation Insurance (where applicable)**

These policies meet or exceed the minimum coverage amounts mandated by the Pennsylvania Public Utility Commission (PUC).

Before starting operations, I worked closely with a licensed commercial insurance broker to assess the coverage requirements specific to my services—particularly the transport and temporary storage of personal property removed from foreclosed residences. Based on that assessment, I obtained binding quotes and secured active policies with reputable, PUC-compliant carriers.

All premiums are up to date and budgeted as part of my ongoing operating expenses. Proof of insurance and certificates of coverage are available upon request and will be submitted as part of the PUC application process.

This preparation ensures that I am fully insured and financially equipped to maintain continuous coverage as required by law and to protect both client property and my business assets.



PO Box 278
Somers Point NJ 08244

609.956.7107

www.pcg-tax.com

Matt Lock Moving & Storage
Balance Sheet
3/31/2025

ASSETS

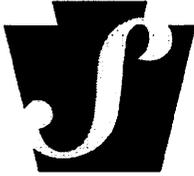
Bank Accounts and Cash on Hand		\$	75,449.00
Accounts Receivable		\$	12,630.00
Loans to Stockholders		\$	-
Building & Equipment	\$	69,256.00	
Less: Accum Depreciation	\$	69,256.00	\$ -
Intangible Assets	\$	-	
Less: Accumulated Amortization	\$	-	\$ -
Total Assets		\$	<u>88,079.00</u>

LIABILITIES AND SHAREHOLDER EQUITY

Accounts Payable	\$	3,841.00	
Payroll Taxes Payable	\$	-	
Loans from Shareholders	\$	-	
Notes Payable	\$	-	
Total Liabilities		\$	3,841.00
Shareholder Equity		\$	<u>84,238.00</u>
Total Liabilities and Shareholder Equity		\$	<u>88,079.00</u>

 5/28/2025 Accountant

Where clients become FAMILY



Pennsylvania Department of State
Bureau of Corporations and Charitable Organizations
PO Box 8722 | Harrisburg, PA 17105-8722
T: 717.787.1057
dos.pa.gov/BusinessCharities

May 28, 2025

Matt Lock Moving & Storage LLC
655 2ND STREET PIKE
SOUTHAMPTON, PA 18966-3940

Entity Name: Matt Lock Moving & Storage LLC
Entity File Date: May 28, 2025
Entity Number: 0014436952
Filing Type: Domestic Limited Liability Company

The Bureau of Corporations and Charitable Organizations is happy to send your filed document. The Bureau is here to serve you and we would like to thank you for doing business in Pennsylvania.

Thank you for registering with the Department of State to do business in Pennsylvania. Like many other businesses, you may have employees, sell taxable products, or provide a taxable service to consumers in Pennsylvania. Please visit www.pa100.state.pa.us to register for business taxes with the Department of Revenue and the Department of Labor and Industry. You may also visit www.Business.pa.gov to find resources for businesses through all stages of development.

Beginning in 2025, annual reports are required for all domestic filing entities, limited liability general partnerships and registered foreign associations. More information will be forthcoming from the Bureau. However, to ensure that you receive notice of how and when to make annual reports, keep all information on file with the Bureau up-to-date, particularly registered office address.