

Owner: Trevor Greve (903) 922-8305 trevorgreve@highpointtrucking.net

Company Point of Contact: Katerina Miller (903) 724-3217 katmiller@highpointtrucking.net



HIGH POINT TRUCKING, LLC INTAKE FORM

Basic Information

- **Date Needed:** _____
- **Business Name:** _____
- **Business Specialization:** _____
- **Business Mailing Address:** _____
- **Point of Contact Name:** _____
 - **Email:** _____
 - **Phone:** _____
 - **Preferred Contact Method:** (Call / Text / Email)

Load Details

- **Type of Freight:** _____
- **Dimensions (L x W x H):** _____
- **Weight:** _____
- **Number of Pieces:** _____
- **Special Handling or Equipment Needed?** (Yes/No)
If yes, describe: _____
- **Is Load Weather-Sensitive?** (Yes/No)

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Pickup Information

- **Pickup Address:** _____
- **Pickup Site Hours:** _____
- **Onsite Contact at Pickup (Name/Phone):** _____
- **Any Site Access Issues?** (gates, limited access, weight restrictions):

Delivery Information

- **Delivery Address:** _____
- **Delivery Deadline (Date/Time):** _____
- **Onsite Contact at Delivery (Name/Phone):** _____
- **Any Site Access Issues?** _____

Trip Details

- **Empty Load Homebound?** (Yes/No)
- **Is This a Rush/Expedited Load?** (Yes/No)

Billing Information

- **Billing Contact Name:** _____
- **Billing Email:** _____
- **Billing Phone:** _____
- **Preferred Payment Method:** (Card / ACH / Other)
- **Purchase Order Required?** (Yes/No)

Insurance & Terms

- **Special Insurance Requirements?** (Yes/No)
If yes, explain: _____
-

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Terms & Conditions

By submitting this form, you agree to the following Terms and Conditions:

- **Accuracy of Information:** You certify that all information provided is accurate to the best of your knowledge. Any incorrect or incomplete information that results in delays, additional fees, or inability to complete the delivery will be your responsibility.
- **Payment Terms:** Payment is due within 15 calendar days from the invoice date (Net 15). A late fee of 2% per month will be applied to any past due balances.
- **Cancellation Policy:** Cancellations within 24 hours of scheduled pick-up time will incur a \$150 cancellation fee. Same-day cancellations 2 hours prior to scheduled pick up will be charged the full quoted minimum.
- **Load Responsibility:** High Point LLC is responsible for the safe and secure transportation of your load as described. However, we are not liable for damages resulting from inadequate packaging, loading performed by shipper or receiver, or acts of nature (weather, road closures, etc.).
- **Insurance Coverage:** Standard cargo and liability insurance are included. Special insurance requirements must be disclosed in writing at the time of booking and may result in additional charges.
- **Delays:** While every effort is made to meet delivery deadlines, delays caused by unforeseen circumstances (traffic, mechanical issues, weather) do not constitute grounds for penalty or non-payment.
- **Additional Charges:** Additional wait time exceeding 1 hour at pickup or delivery sites may be billed at \$75/hour unless prior arrangements are made.
- **Acceptance of Terms:** By using High Point LLC's transport services, you accept these terms in full.

Agreement

[] I have read and agree to the Terms & Conditions listed above.

If you require services outside of these terms or need special accommodations, please contact High Point LLC directly to discuss customized arrangements.

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