

HOUSEHOLD GOODS CARRIERS 2015 ANNUAL REPORT

FOR

(NAME UNDER WHICH CORPORATION, PARTNERSHIP, OR INDIVIDUAL IS DOING BUSINESS)

(OFFICIAL MAILING ADDRESS)

(CITY)

(STATE)

(ZIP)

Please check if address listed above is an updated address

Report Year Ended: December 31, 2015

Inquiries concerning this Annual Report should be addressed to:

Name/Title: _____
Address: _____
City: _____
State/Zip: _____
Telephone: _____
Email: _____

SUBMIT TO:
WASHINGTON UTILITIES AND TRANSPORTATION COMMISSION
PO Box 47250
Olympia, WA 98504-7250

File online: www.utc.wa.gov



REPORT MUST BE RECEIVED NO LATER THAN MAY 2, 2016

Please refer to the Instructions for Completing the Annual Report on Page 2

INSTRUCTIONS FOR ANNUAL REPORT COMPLETION

Commission Authority

The purpose of this form is to collect financial and operational information from household goods companies regulated by the Washington Utilities and Transportation Commission (UTC). The commission's authority for requiring this report is found in RCW 81.04.080. This report is a non-confidential public use form.

Certification

The Annual Report Certification must be signed by an authorized officer, partner or owner.

Regulatory Fees

Regulatory fees are set by commission order A-140166.

Deadlines and Penalties

All household goods companies regulated by the UTC are required to complete this form, including all schedules. Failure to complete all schedules will result in the report being considered incomplete and subject to penalties. Completed forms and regulatory fee payments must be received by the UTC no later than **May 2, 2016**. Failure to file the annual report by the above deadline will result in a financial penalty of \$100 for each business day after May 2. Failure to pay the regulatory fees by the above deadline will result in a 2 percent penalty on the amount due and a 1 percent monthly interest charge on the unpaid balance.

Extension Requests

You may file a written request for an extension to file the completed annual report; however, the commission will not extend the deadline for paying regulatory fees. Any extension request must be filed with the commission by **April 15, 2016**, and must state a valid reason for why the extension is needed and identify a specific date which the report will be filed with the commission. The commission will notify you by April 30 whether your request is approved or denied. Even if your request is approved, you will still be liable for penalties and interest payments if you fail to pay your regulatory fees by May 2. To file your extension request online visit:

<http://www.utc.wa.gov/docs/Pages/ElectronicFiling.aspx>

No longer operating in Washington

You may cancel your registration or permit by using the Voluntary Cancellation Form available at:

<http://www.utc.wa.gov/regulatedIndustries/transportation/householdGoods/Pages/default.aspx>

However, if your company operated in Washington at any time during the 2015 calendar year, you must pay regulatory fees and file a closing annual report based on the months of operation during 2015.

Confidential Status

Household goods companies are not permitted to file annual report documents as confidential. If a company regulated under RCW Title 81 submits its annual report or fee sheet as confidential, the commission will reject that submission and will not consider the report to be filed until the date the company submits the report and all required documents and information without any designation of confidentiality. If that date is after May 2, the company will be subject to the penalties described above. The commission will not disclose credit card information, if included, on the Payment Information Page or via online filing.

Electronic Filing and Payment

To obtain an electronic format of the report, submit a report online or pay your regulatory fees online visit:

www.utc.wa.gov/regulatedindustries/pages/annualreports

Staff Contact

Sean Bennett at (360) 664-1157 or sbennett@utc.wa.gov

TTY Toll-Free phone number 1-800-416-5289

ANNUAL REPORT CERTIFICATION

(PLEASE VERIFY THAT ALL SCHEDULES ARE ACCURATE AND COMPLETE BEFORE SIGNING)

I, the undersigned _____
Responsible Account Officer (Please Print)

of _____
Name of Company

have examined the foregoing report; that, to the best of my knowledge and belief, all statement of fact contained in said report are true and said report is a correct statement of the business and affairs of the above-named respondent in respect to each and every matter set forth therein during the period from January 1, 2015, to December 31, 2015, inclusive.

Title
(please print)

Signature
(please type if filing electronically)

Telephone Number

Date

GENERAL INFORMATION

Washington Unified Business Identifier (UBI) No.: _____
(If you do not know your UBI No. please contact Business Licensing Service at 1-800-451-7985 or BLS@dor.wa.gov)

Business Structure (please check the appropriate designation):

Individual / Sole Proprietor Partnership Other (LP, LLP, LLC) Corporation Nonprofit Corporation

List the name, title, and percentage of partner's share or stock distribution for major stockholders. If LLC, list members and percentage of ownership.

Name	Title	Percent / Shares / Stock / Ownership

SCHEDULE 1

(complete all information for the year 2015)

Staff Contact Information

Safety Director Name: _____ Phone: _____

Claims Manager Name: _____ Phone: _____

Vehicle and Mileage Information

Driver and Vehicle Information	Mileage Information
Drivers employed	Total Operating Miles
Total vehicles operated	Intrastate
Total vehicles owned	Interstate
Total vehicles leased	<i>Intrastate: Trips that operate exclusive within WA</i>
Total vehicles under 10,000 lbs. (gvw rating)	<i>Interstate: Trips that operate outside of WA</i>

Recordable Intrastate and Interstate Accidents

Recordable Accidents	Intrastate	Interstate
A fatality		
An injury to a person requiring immediate treatment away from the scene of the accident		
Disabling damage to a vehicle, requiring it to be towed from the accident scene		
Total number of recordable accidents		

General Operations

Terminal Facilities	Storage Facilities
Do you operate terminals at locations other than the primary address of record? <input type="checkbox"/> Yes <input type="checkbox"/> No <i>If yes, list (or attach list) the address of each terminal located in Washington State:</i>	Do you operate your own storage facilities? <input type="checkbox"/> Yes <input type="checkbox"/> No <i>If yes, list (or attach list) the address of each warehouse located in Washington State:</i>

Interstate Operations	Agent Operations
Do you have interstate operating authority? <input type="checkbox"/> Yes <input type="checkbox"/> No <i>If yes, list your MC#:</i> MC#:	Do you operate as the agent of an interstate carrier? <input type="checkbox"/> Yes <input type="checkbox"/> No <i>If yes, what is the name of the carrier:</i> Carrier Name

SCHEDULE 2 (OPTION A)

For Schedule 2 either Option A or Option B MUST be completed.

INTRASTATE OPERATING REVENUES		
1	Gross Washington Intrastate Operating Revenue	
2	Non-Fee Paying Revenue (INTRASTATE ONLY)	
3	Balance-Adjusted Gross Intrastate Operating Revenue (Line 1 minus Line 2)	
INTRASTATE OPERATING EXPENSES		
4	Total Salaries and Wages	
5	Total Payroll Taxes and Related Expenses	
6	Total Payroll Fringe Benefits	
7	Fuel, Including Fuel Tax	
8	Oil and Lubricants; Repairs; Vehicle Parts and Outside Maintenance; Tires and Tubes; Other Operating Supplies and Expenses	
9	Total General Supplies & Expenses	
10	Total Operating Taxes & Licenses	
11	Total Insurance & Safety	
12	Total Communications & Utilities	
13	Total Depreciation & Amortization	
14	Total Operating Rents	
15	Gain or Loss on Disposition of Operating Assets	
16	Legal Services	
17	Accounting Services	
18	Uncollectible Revenue; Other Miscellaneous Expenses and Professional Fees	
19	TOTAL OPERATING EXPENSES (Total of Lines 4 through 18)	
20	NET CARRIER OPERATING INCOME (Line 1 minus Line 19)	
OTHER INTRASTATE INCOME AND DEDUCTIONS		
21	Other Income (Credit) <i>Describe:</i>	
22	Interest Expense	
23	Corporate Income Tax	
24	Other Deductions <i>Describe:</i>	
25	INCOME DEDUCTIONS (Total of Lines 21 through 24)	
26	NET INCOME (Line 20 minus Line 25)	

Household Goods Moves		
	Total Washington ¹	Intrastate only ²
Number of household goods moves completed during the year		
Number of written estimates issued during the year		
Number of Loss and/or Damage Claims received during the year		

¹ All moves performed by the company registered with the commission (may include non-regulated or interstate moves where the move either originates or terminates within Washington).

² Regulated moves (under Tariff 15C) where the move both originates and terminates within Washington.

SCHEDULE 2 (OPTION B)

For Schedule 2 either Option A or Option B MUST be completed.

Revenue Confirmation

	Total Company ¹	Total WA ²	WA Intrastate ³
Annual Revenue for the twelve months ended December 31, 2015			

¹ All revenues (regulated, non-regulated, interstate, intrastate). Entry matches total company income statement.

² Revenues earned in WA (regulated, non-regulated, interstate, intrastate) and matches your WA Dept. of Revenue filing.

³ Regulated revenues (regulated, intrastate) only. Gross Washington intrastate operating revenue is defined as all revenue collected for the year under Washington Utilities and Transportation Commission Tariff 15C. The revenues subject to the Commission's regulatory fees are gross Washington intrastate operating revenues before deductions for uncollectibles, unbillables, or the payment of state and federal taxes.

Household Goods Moves

	Total Washington ⁴	Intrastate only ⁵
Number of household goods moves completed during the year		
Number of written estimates issued during the year		
Number of Loss and/or Damage Claims received during the year		

⁴ All moves performed by the company registered with the commission (may include non-regulated or interstate moves where the move either originates or terminates within Washington).

⁵ Regulated moves (under Tariff 15C) where the move both originates and terminates within Washington.

REGULATORY FEE CALCULATION SCHEDULE

Due May 2, 2016

Company Name: _____

Annual Report Year
2015

In accordance with RCW 81.24.010 and 81.24.321 "Regulatory Fees", the Commission requires Household Goods companies to file reports of gross intrastate revenue and pay fees on that revenue. Every company subject to regulation shall file with the Commission a statement under oath showing its gross intrastate operating revenue from operations for the preceding year and pay to the Commission a fee as instructed below. There is no minimum fee.

Regulatory Fee Calculations

1 Total Gross Intrastate Operating Revenue**				
2 Gross Intrastate Operating Revenue x .25%		x 0.0025		
<i>Agency Use Only</i> 001-111-0268-207-01				

Penalty & Interest Calculations

3 Penalties on Regulatory Fees being paid after May 2				
3a Total Penalties on Regulatory Fees owed (enter amount from Line 2 x 2%)		x 0.02		
4 Interest on Regulatory Fees being paid after May 31				
4a Amount from Line 2 x Number of months past May 31 x 1%		x	x 0.01	
5 Total Penalties and Interest owed (Line 3a plus Line 4a)				
8 Total Regulatory, Penalties and Interest Fees Due (Line 2 plus Line 5)				
<i>Agency Use Only</i> 001-111-0268-207-11				

****Note:** Gross Washington intrastate operating revenue is defined as **all revenue collected for the year** from rates under Washington Utilities and Transportation Commission Tariff 15C. The revenues subject to the Commission's regulatory fees are gross Washington intrastate operating revenues **before** deductions for uncollectibles, unbillables, or the payment of state and federal taxes.

COMMISSION USE ONLY

Reception #:		001-111-0268-207-01	
Reference:	AR2015	001-111-0268-207-11	
Payment ID:		001-111-0268-032-20	
		001R-111-0268-032-20 (
		Total Paid:	

PAYMENT INFORMATION

The commission accepts the following methods of payment:

- Cash (in-person at commission)
- Check (must be in US Funds)
- Online payments* (ACH, American Express, Discover/Novus, Mastercard, Visa)
- Pay-by-phone (credit card payments only) at (360) 664-1349

**Please note: A convenience fee of 2.5 percent (minimum of \$3.95) is charged by Official Payments for using the credit card processing service.*

To pay online visit:

<https://fortress.wa.gov/wutc/utcweb/regulatedIndustries/Pages/onlinepayments.as>

FILING YOUR REPORT

All annual reports and regulatory fees must be received by the commission no later than May 1 each year (or the following business day if May 1 lands on a weekend). Postmark dates are not considered the date received. It is strongly recommended to use a mail delivery service, such as certified mail via USPS, with delivery confirmation or filing online to receive an email notification of receipt.

Reports may be mailed, faxed, delivered in person or submitted online:

- Mail to: *(recommend via certified mail no later than April 15 to ensure timely delivery)*
Utilities and Transportation Commission
PO Box 47250
Olympia, WA 98504
- Physical Address for express delivery services (Fedex, UPS):
1300 S. Evergreen Park Dr. S.W.
Olympia, WA 98504
- Fax to: (360) 664-1289 *(Contact commission staff below to verify receipt)*
- File online using the commission e-file system: *(System will generate automatic email receipt)*
<https://fortress.wa.gov/wutc/utcweb/docs/Pages/ElectronicFiling.asp>

NEED MORE ASSISTANCE?

For more information about annual reports please reference the Annual Report FAQ document at the website below or contact Sean Bennett at (360) 664-1157 or sbennett@utc.wa.gov.

<https://fortress.wa.gov/wutc/utcweb/regulatedindustries/Pages/annualReports.aspx>
