



New Canadian Transporter Requirements



RunBuggy RMIS Certification

- ✓ Must pass the **RunBuggy RMIS Certification Requirements** and log in or create a **Truckstop RMIS account**. (Click [HERE](#) to log in or create an account.)
- ✓ Complete **multi-factor identification** through SMS/text verification, and biometrics verification by uploading a Government ID and taking a selfie.
- ✓ Enter details regarding your FMCSA Account, Transport Company, USDOT, Insurance Company, W9, company contacts, etc.



RunBuggy Sign Up

- ✓ After successful completion of the RunBuggy RMIS Registration, be prepared for the following steps:
 - ✓ A RunBuggy Transporter Success Team member will reach out to you within 1-2 business days after you complete your RunBuggy RMIS Certification to **complete a verification call**.
 - ✓ The team member will **create your account** and **send a sign in email** for the mobile or web app.
 - ✓ **Complete the onboarding steps** and **upload the documents** below meeting the requirements.



Transporter Operating Authority

For Provincial Transport Only

- ✓ Proof of your active provincial registration for the province where your company is registered including your National Safety Code (NSC) or applicable provincial carrier safety fitness registration/certificate.
 - ✓ **AB - Alberta** - Commercial Vehicle Registration (CVR) - Alberta Transportation
 - ✓ **BC - British Columbia** - Commercial Transport Permit (CVSE) - British Columbia Ministry of Transportation and Infrastructure
 - ✓ **MB - Manitoba** - Commercial Motor Vehicle Registration (CMV) - Manitoba Public Insurance (MPI)
 - ✓ **NB - New Brunswick** - Commercial Vehicle Registration (CVR) - Department of Public Safety
 - ✓ **NL Newfoundland and Labrador** - Commercial Vehicle Registration (CVR) - Department of Digital Government and Service NL
 - ✓ **NS - Nova Scotia** - Commercial Vehicle Registration (CVR) - Nova Scotia Department of Transportation and Infrastructure Renewal
 - ✓ **NT - Northwest Territories** - Commercial Vehicle Registration (CVR) - Northwest Territories Department of Infrastructure
 - ✓ **NU - Nunavut** - Commercial Vehicle Registration (CVR) - Nunavut Department of Economic Development and Transportation
 - ✓ **ON - Ontario** - Commercial Vehicle Operator's Registration (CVOR) - Ontario Ministry of Transportation (MTO)
 - ✓ **PE - Prince Edward Island** - Commercial Vehicle Registration (CVR) - Department of Transportation, Infrastructure and Energy
 - ✓ **QB - Quebec** - Heavy Vehicle Registration (SAAQ) - Société de l'assurance automobile du Québec
 - ✓ **SK - Saskatchewan** - Commercial Motor Vehicle Registration (CMV) - Saskatchewan Government Insurance (SGI)
 - ✓ **YT - Yukon** - Commercial Vehicle Registration (CVR) - Yukon Department of Highways and Public Works

For Inter-Provincial Transport Across Multiple Jurisdictions

- ✓ In addition to your NSC and provincial registration, please include proof of International Registration Plan (IRP) for applicable provinces.

Your Transportation Authority must have a minimum of 365 documented days of experience as an authorized motor carrier for provincial or inter-provincial transportation.

Certificate of Insurance

- ✓ **RunBuggy MUST be listed as ADDITIONAL INSURED** on your certificate using the address below with these required coverages: *(NOTE: Coverage through a blanket endorsement is not accepted.)*
 - ✓ **Additional Insured Address:**
RunBuggy OMI Inc
740 South Mill Avenue, Suite 210
Tempe, Arizona 85281
- ✓ The **insured company address** must list and **match the FMCSA/USDOT company address**.
- ✓ **Automobile Liability/BIPD (Bodily Injury/Property Damage)** ≥ \$1 Million
- ✓ **Motor Truck Cargo, Base Minimums:** 1 Vehicle ≥ \$100K | 2-3 Vehicles ≥ \$150K | 4-6 Vehicles ≥ \$250K | 7+ Vehicles ≥ \$300K
- ✓ **Scheduled Autos (Optional):** If your auto liability includes scheduled autos, you must provide an **ACORD form** or list the scheduled vehicles in the **additional remarks** or **description of operations**.



W-8BEN or W-9 Form

- ✓ The W-8BEN Form is a tax document for **non-US taxpayers who earn US-sourced income**, allowing you to claim exemption from mandatory withholdings.
- ✓ **W-8BEN Form - Rev. October 2021** version (Click [HERE](#) for a blank W-8BEN form.)
- ✓ **W-9 Form - Rev. October 2018** version (Click [HERE](#) for a blank W-9 Form.)
- ✓ **MUST** be **signed & dated**.



Company-Level Background Check

- ✓ **Company owners or a legal representative** of the Transport Company must pass a background check. This is required to access the RunBuggy Marketplace and its orders.
- ✓ RunBuggy has partnered with **American Recovery Association** to perform the company background check.
- ✓ American Recovery Association will email an invitation link to the company owner or legal representative from **customer-support@americanrecoveryassn.org**.



Once your documents have been reviewed, confirmed, and approved, your account will be **activated**, and you will receive an **activation call** that will cover any pending questions and share best practices, expectations, and tips when working with RunBuggy.



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