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New Authority Starter Checklist

From filing to first load, in the order it actually happens. One truck, your own authority.

- [ ] **Set up the business.** LLC or corporation formed; EIN from the IRS; business bank account open.
- [ ] **Get your numbers.** USDOT number and MC authority filed with FMCSA. Freight authority takes time to go active; plan for the wait.
- [ ] **Insurance on file.** Liability coverage filed by your insurer: $750,000 minimum for most freight, $1,000,000 or $5,000,000 for certain hazmat. Cargo coverage as your shippers require.
- [ ] **BOC-3 filed.** Process agents designated in every state. No BOC-3, no active authority.
- [ ] **UCR paid.** Unified Carrier Registration, every year, due December 31.
- [ ] **Plates and fuel tax.** IRP apportioned plates from your base state; IFTA license and decals; quarterly fuel tax filings.
- [ ] **ELD in the cab.** A device from FMCSA's registered ELD list, with the instruction packet the regs require.
- [ ] **Drug and alcohol program.** Clearinghouse registration, a pre-employment test, and a consortium if you are a one-truck operation.
- [ ] **Your files in order.** Driver qualification file (even when the driver is you), maintenance records, and hours-of-service records, kept from day one.
- [ ] **The new entrant audit.** FMCSA safety audit inside your first 12 months. Passing it is paperwork you already have if the steps above are done.

Before you haul for anyone else, look them up the same way they will look up you: free Look Up a Carrier at trxckwrld.com/tools/carrier-lookup/.