



2647 – 225th Street, P.O. Box 230, DeWitt, Iowa 52742-
0230 Accounting Dept. – Phone: 563-659-9186 Fax:
563-659-2219 www.wendlingquarries.com

April 4, 2023

Re: Hired Hauler Application

You have indicated an interest in becoming a hired hauler for our company. We require certain documents on file prior to adding you to our approved hauler list.

Please provide us with a current Certificate of Liability Insurance from your insurance carrier stating the limits of your coverage for Workman's Compensation, Automobile Liability and General Liability. Listed below are the minimum insurance requirements and required levels of coverage needed.

GENERAL LIABILITY - Required

\$1,000,000 Occurrence Limit \$2,000,000 General Aggregate

\$2,000,000 Product /Completed Operations

Automobile Liability - Required

\$1,000,000 (Preferred) \$300,000 (Minimum) Combined Single Limit

\$1,000,000 (Preferred) \$300,000 (Minimum) Uninsured/Underinsured Motorist Limit

Workers' Compensation (Required if you have employees. If you are an independent contractor without any employee, we will need the attached waiver signed and returned.)

100,000 Bodily Injury by Accident

500,000 Bodily Injury by Disease (Policy Limit)

\$100,000 Bodily Injury by Disease (Each Employee)

Umbrella - Preferred but not required.

\$1,000,000

In order to comply with Part 382 of Iowa Department of Transportation Rules we need all hired haulers to furnish the following information:

Signed and dated form stating that you are in compliance with the Iowa Department of Transportation random drug and alcohol testing program.

- A copy of each driver's valid C.D.L.
- Acknowledgement and Certification

For proper payment we need the Vendor Information form completed along with the IRS W-9 Form.

Please complete the attached forms and return them to us by regular mail, fax to (563) 659-3393 or email to bettyd@wendlingquarries.com.



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Vendor Information

We take great pride in keeping an excellent payment record with all our vendors. To do so, we appreciate you filling out and returning the form below with the required information.

Please contact Julie Nigh, jnigh@wendlingquarries.com, AP Dept., at the DeWitt office if you have any questions. Thank you for your cooperation.

Company Name: _____

Remittance Address: _____

City, State, Zip: _____

Telephone No.: _____ Fax No. _____

Payment Terms: WQI PAYS ON THE 10TH AND 25TH OF EACH MONTH

Federal I.D. No.: _____

Does your company require a 1099: _____

Signature: _____

Date: _____

Vendor # _____



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To: All Hired Haulers

Re: Drug and Alcohol Requirements

As stated in the COL (Commercial Driver's License) Manual, "participation in the FMCSA (Federal Motor Carrier Safety Administration) random drug and alcohol testing program is required of all drivers required to hold a COL."

Wendling Quarries requires all hired haulers to follow all COL rules and regulations. Please complete and return this paper to confirm that you are complying. You are responsible for providing Wendling Quarries with documentation that you are participating in a drug and alcohol testing program on a yearly basis.

Name of Screen Test Company: _____

Date of Screen: _____

WE ARE IN COMPLIANCE WITH THE **IOWA** DEPARTMENT OF TRANSPORTATION
RANDOM DRUG AND ALCOHOL TESTING FOR COL DRIVERS.

Name of Your Company _____

Signature _____ Date _____



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To: All Hired Haulers

Re: Workers Compensation

If you are a sole-proprietor and not carrying workers compensation coverage, please sign and return this form.

As a sole-proprietor, I have elected not to carry workers compensation coverage. Should I hire any employees subject to Workers' Compensation statutes, I will purchase an appropriate policy and provide evidence of such coverage to Wendling Quarries, Inc.

Name of firm or business: _____

Signed by: _____ Date: _____



ACKNOWLEDGMENT AND CERTIFICATION

_____, (Company) is providing services to Wendling Quarries, Inc. as a contractor or is operating or managing the operations of a vendor, supplier, or contractor. The services provided by the Company may involve the presence of the Company's employees upon the real property of a school district.

The Company acknowledges that Iowa law prohibits a sex offender who has been convicted of a sex offense against a minor from being present upon the real property of a school district. The Company further acknowledges that, pursuant to law, a sex offender who has been convicted of a sex offense against a minor may not operate, manage, be employed by, or act as a contractor, vendor or supplier of services or volunteer at a school district.

The Company hereby certifies that no one who is an owner, operator or manager of the Company has been convicted of a sex offense against a minor. The Company further agrees that it shall not permit any person who is a sex offender convicted of a sex offense against a minor to provide any services to a school district in accordance with the prohibitions set forth above.

This Acknowledgment and Certification is to be construed under the laws of the State of Iowa. If any portion hereof is held invalid, the balance of the document shall, notwithstanding, continue in full legal force and effect.

In signing this Acknowledgement and Certification, the person signing on behalf of the Company hereby acknowledges that he/she has read this entire document. that he/she understands its terms. and that he/she not only has the authority to sign the document on behalf of the Company. but has signed it knowingly and voluntarily.

Dated: _____ Name of Company _____

By: _____

Printed Name: _____

Title: _____



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Hired Haulers Safety Policy and Expectations:

We look forward to working with you. Wendling Quarries, Inc. (WQI) is committed to safety on every job we do. At a minimum, we require compliance with OSHA, MSHA, DOT, FMCSA standards and company policies.

In addition, WQI requires our hired haulers to adhere to the following standards:

1. Maintain awareness of those around your vehicle at all times.
2. Do not drive or park close behind loaders or mining equipment.
3. All trucks must be equipped with back-up alarms in proper working condition and in compliance with OSHA/MSHA standards.
4. You must obey all speed limits and traffic controls at WQI and customer sites.
5. The speed limit on WQI sites is 15 MPH unless marked otherwise.
6. Vehicles shall be inspected each day to make sure that they are free from defects and in safe operating condition. They shall also be equipped with a fire extinguisher per FMSCA standards.
7. Cell phones/mobile electronic devices must not be manipulated in any manner while the truck is in motion.
8. Cell phones/mobile electronic devices will not be used (including hands-free) while operating on WQI sites (driving/loading/unloading).
9. Drivers are responsible for inspecting and cleaning their loads/trucks to prevent material spillage.
10. Drivers are to remain in their vehicles when in the loading area at WQI sites.
11. Yield to mine traffic- All WQI loaders, equipment, and stockpile trucks have the right-of-way.
12. Seat belts must be worn at all times when the vehicle is in motion.
13. Do not allow your cab to pass under elevated loads, such as loader buckets.
14. Any accident, injury, property damage, or any hazardous material spill while performing work under this agreement must be reported to WQI management immediately.
15. If a hired hauler or its subcontractors fail to comply with WQI safety and operating requirements, this agreement may be terminated.

We agreed to maintain the WQI Safety Policy and Expectations above:

Name of your firm or business: _____

Signed by: _____ Date: _____

Request for Taxpayer Identification Number and Certification

Give Form to the requester. Do not send to the IRS.

▶ Go to www.irs.gov/FormW9 for instructions and the latest information.

Print or type.
See Specific Instructions on page 3.

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.	
2 Business name/disregarded entity name, if different from above	
3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only one of the following seven boxes. <input type="checkbox"/> Individual/sole proprietor or single-member LLC <input type="checkbox"/> C Corporation <input type="checkbox"/> S Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Trust/estate <input type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ▶ _____ Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner. <input type="checkbox"/> Other (see instructions) ▶ _____	4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3): Exempt payee code (if any) _____ Exemption from FATCA reporting code (if any) _____ <i>(Applies to accounts maintained outside the U.S.)</i>
5 Address (number, street, and apt. or suite no.) See instructions.	Requester's name and address (optional)
6 City, state, and ZIP code	
7 List account number(s) here (optional)	

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number								
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Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
3. I am a U.S. citizen or other U.S. person (defined below); and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here	Signature of U.S. person ▶	Date ▶
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General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, later.