

# How to Navigate through Paperwork before Hauling a Load on 24/7 Truckin



Mastering Your Pre-Haul Paperwork with 24/7 Truckin:  
How 24/7 Truckin Makes It Easy

## Overview:

Managing paperwork before hauling a load is a crucial aspect of the trucking industry. With the 24/7 Truckin mobile application and web portal, owner operators and brokers can efficiently handle and navigate through paperwork digitally. Follow these steps to seamlessly manage and sign documents throughout the load delivery process.

### Steps are as follow:

#### 1. Access Paperwork Management:

Utilize the innovative features of the 24/7 Truckin mobile application and web portal to manage and navigate through paperwork digitally.

#### 2. Submitting Offers and Receiving Documents:

The paperwork process begins when the owner operator submits an offer on a load and the respective broker accepts it. Once accepted, the broker sends a Load Contract document to the owner operator through the web portal.

#### 3. Viewing and Signing Documents:

Upon receiving the Load Contract on the mobile application, the owner operator can view the document. After reviewing, digitally sign the document within the app and submit it. The signed Load Contract is then received by the broker through the web portal.

#### 4. Receiving Rate Confirmation:

Following the acceptance of the Load Contract, the broker sends a Rate Confirmation document to the owner operator, also received on the mobile application. Review the document and submit it through the app, which the broker can then access on the web portal.

#### 5. Assigning Truck, Trailer, and Driver:

With the paperwork completed, the owner operator proceeds to assign the truck, trailer, and driver to the load using the mobile application.



## 6. Pickup and Delivery Process:

On the designated pickup date, the assigned driver collects the load from the pickup location. Upon successful delivery at the dropoff location, the driver completes the Proof of Delivery paperwork.

## 7. Managing and Sending Proof of Delivery:

The driver sends the Proof of Delivery document to the owner operator, confirming the successful delivery of the goods. The owner operator then forwards this document to the broker, completing the paperwork process for the specific load.

## 8. Document Management Features:

Brokers can conveniently manage and view all load-related documents through the Load Management Board feature on the web portal. Similarly, owner operators can access and manage load documents via the Invoices feature on the mobile application, including viewing business documents from the load detail screen.



**Note: Following are the details of business documents mentioned in this article:**

- **Load Contract**

If the broker finds the offer which is a perfect match for his load, then he will accept the offer and send a load contract to the owner-operator for signing.

- **Rate Confirmation**

The broker will send a document to the owner operator specifying the load's pricing, delivery time, delivery location, and other details. The document is called the Rate Confirmation Document.

- **POD**

At the time of the delivery, a document is signed by the receiver signifying that all the items are delivered fine, that document is called POD (proof of delivery).

**By following these steps, owner operators and brokers can efficiently navigate through paperwork before hauling a load using the comprehensive features of the 24/7 Truckin platform.**