

# Information to become a BNSF Intermodal Shipper

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## TRANSPORTATION CONTRACT

If you'd like to become an Intermodal Shipper, send the following information to [Intermodal@bnsf.com](mailto:Intermodal@bnsf.com), so a Transportation Contract can be created with your company information.

- Full Company Name
- Physical and Mailing Address (if different)
- Name, phone, fax number and e-mail address of person signing contract
- Estimated Annual Volume

## CREDIT REQUIREMENTS

In addition to signing a contract, Credit and Pre-Authorization Debit forms must be established on BNSF. Complete the Credit information on <http://www.bnsf.com/customers/become-a-customer/credit-application/> and Credit will provide the Debit form. Contact the BNSF Credit team regarding any credit requirements at [BNSFCreditDept@BNSF.com](mailto:BNSFCreditDept@BNSF.com). Standard Intermodal credit terms are 7 days per the *BNSF Intermodal Rules and Policies Guide*.

## PROOF OF INSURANCE

Proof of insurance will need to be provided. Insurance requirements are outlined in Item 12 of the *BNSF Intermodal Rules and Policies Guide* (<http://www.bnsf.com/customers/pdf/intermodal-r-and-pg.pdf>). *Certfocus*, a company who monitors insurance documents, will contact you for the appropriate insurance certificate(s). If you do not have workers compensation because your drivers are owner operators, please provide a letter on company letterhead describing that status.

## RULES & POLICIES

Please review the provisions of the *BNSF Intermodal Rules and Policies Guide* (<http://www.bnsf.com/customers/pdf/intermodal-r-and-pg.pdf>) for shipping instructions, general rules, restricted shipments, and other terms regarding intermodal shipments.

## LOAD AND RIDE SOLUTIONS

Prior to moving your first Intermodal shipment, visit BNSF's Load and Ride Solutions (LARS) site (<http://www.bnsf.com/customers/support-services/loading-and-shipment-safety/>) for information on the latest technology in security, packaging, loading patterns, weight distribution techniques, and other services. There are certain commodities deemed "restricted" on BNSF that require special provisions prior to shipping. Contact the LARS Manager closest to your location to answer any loading and security questions. Free on-site evaluations or training sessions are also available.

## DRIVER DATA BASE

Before you start shipping on BNSF, your drivers must be registered in the UIIA Driver Data Base (<http://drivers.uiia.org>). If using the BNSF Intermodal at Atlanta, the CSX UIIA Addendum needs to be completed as well.

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## TRAILER OR CONTAINER MARKINGS

Intermodal Equipment Registration information will need to be provided with your equipment markings (initials and numbers), so BNSF can register the markings in our systems, as we need to get your equipment registered before you tender your first trailer/container. If you have a large number of containers/trailers, the number series (low number and high number of the series) can be furnished. Standard Carrier Alpha Code (SCAC) may be used as the alpha characters for your equipment markings in place of registering initials.

All equipment must be stenciled with initials (headmarks), which are specific to the equipment owner and numbers for each piece of equipment. The equipment identifying initials and numbers must be in at least four (4) inch high lettering and properly located on all four sides. All equipment should be registered in UMLER, the industry database managed by the AAR.

SCAC can be obtained from the National Motor Freight Traffic Association. Order a SCAC online at <https://secure.nmfta.org/>. (A paper application is also available via this link if you prefer to apply by mail or fax.) Companies seeking identification marks for trailers, containers or chassis equipment operating in intermodal service should call NMFTA at (703) 838-1822 for further instructions.

## BNSF.COM TOOLS

Anyone in your company who will be billing/tracing, etc. will need to register:

- 1) Go to [www.bnsf.com](http://www.bnsf.com).
- 2) On right side, near the middle is "Customer Login". Click on "Register".
- 3) When the page opens, answer the questions and fill in required information.
  - Under the **bnsf.com Registration** section, you will be asked "Does your company already do business with BNSF?". Answer 'No'. Then click 'I would like to continue registering for access to bnsf.com'.
  - Complete the **You** section.
  - Under the **Company** section, click the link 'If you do not see your company or your location, then click her to enter your information manually.' This will bring up a popup to fill out your **Company Location Information**. Fill in your Company name and address. Under Commodity, select 'Trailers & Containers (Intermodal)'. Finish this section and click 'Done'.
  - Complete the **Security** section.
  - Under the **Tasks** section, you will be asked a series of questions under 'Which of these tasks will you need to do online?'. Answer 'Yes' to all the questions. This will ensure that you are setup with the proper tools to do the following tasks listed below.

Some tools you might request include:

- Tracking and tracing shipments
- Submitting bills of lading online
- Print, pay, dispute, or manage invoices
- Managing or guaranteeing storage charges

Once registered, a member of our eBusiness group will walk you through the tools. eBusiness can be reached at 888-428-2673 option #4, #1. It may take 24-48 hours for the tools registration process to be completed.

Before tendering your first shipment to BNSF, the Transportation Contract, Credit, EFT-7, and Proof of Insurance will need to be completed. In general, this process usually takes about two weeks to complete.

Thank you for your interest in BNSF!

