Rate Confirmation Review Checklist

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Read the rate con against what you were told on the phone. If a line is missing or different, ask for a corrected rate con before you sign. Terms on the signed rate con are what you can bill.

Money

- [ ] Linehaul rate matches what was agreed, and says whether fuel is included
- [ ] Detention: free time (often 2 hours) and the hourly rate, plus how you must report it
  There is no federal detention rule for carriers. Only what the rate con says is billable.
- [ ] Layover and TONU (truck ordered not used) amounts
- [ ] Lumper: who pays, and whether you need a receipt and approval number
- [ ] Driver assist or unload charge, if the driver must touch freight
- [ ] Payment terms (days to pay), quick-pay fee and where to send invoices

Stops and times

- [ ] Pickup and delivery addresses, with facility names
- [ ] Appointment times or FCFS windows, and the time zone
- [ ] Live load or drop and hook, at both ends
- [ ] Extra stops listed with their pay

Freight

- [ ] Commodity, weight and piece or pallet count
- [ ] Equipment: 53 ft or 48 ft dry van, and any food-grade or clean trailer requirement
- [ ] Load locks, straps or seal requirements
- [ ] Reference, PO and pickup numbers

Fine print

- [ ] Tracking requirement (app or ELD) and the penalty for missing check calls
- [ ] Late fees or fines, with amounts
- [ ] Cargo liability amount the broker expects
- [ ] Paperwork: what must be sent (signed BOL, lumper receipt) and the deadline
- [ ] Broker MC number and the name of the person who sent the rate con
- [ ] Your carrier name and MC are correct, so payment goes to the right company

Sources (checked November 2026)

49 CFR Part 371, Brokers of property (eCFR): https://www.ecfr.gov/current/title-49/subtitle-B/chapter-III/subchapter-B/part-371