



NEW CUSTOMER SET-UP



Account Set-Up

Welcome to the H&M Bay Family!

In order to complete the set-up process, please complete and return the following forms:

- [Customer Credit Application](#)
- [Tariff Rules](#) (must be initialed at the bottom of each page and signed on the last page)
- [Logistics Profile](#)





Receiving Your Account Number

Once your account set-up is complete, you will receive an account number via e-mail, and you are ready to begin using H&M Bay as your preferred frozen and refrigerated LTL logistics provider.

If you have an order pending or your references do not qualify, you may choose to add a credit card or wire transfers to your account for payments.

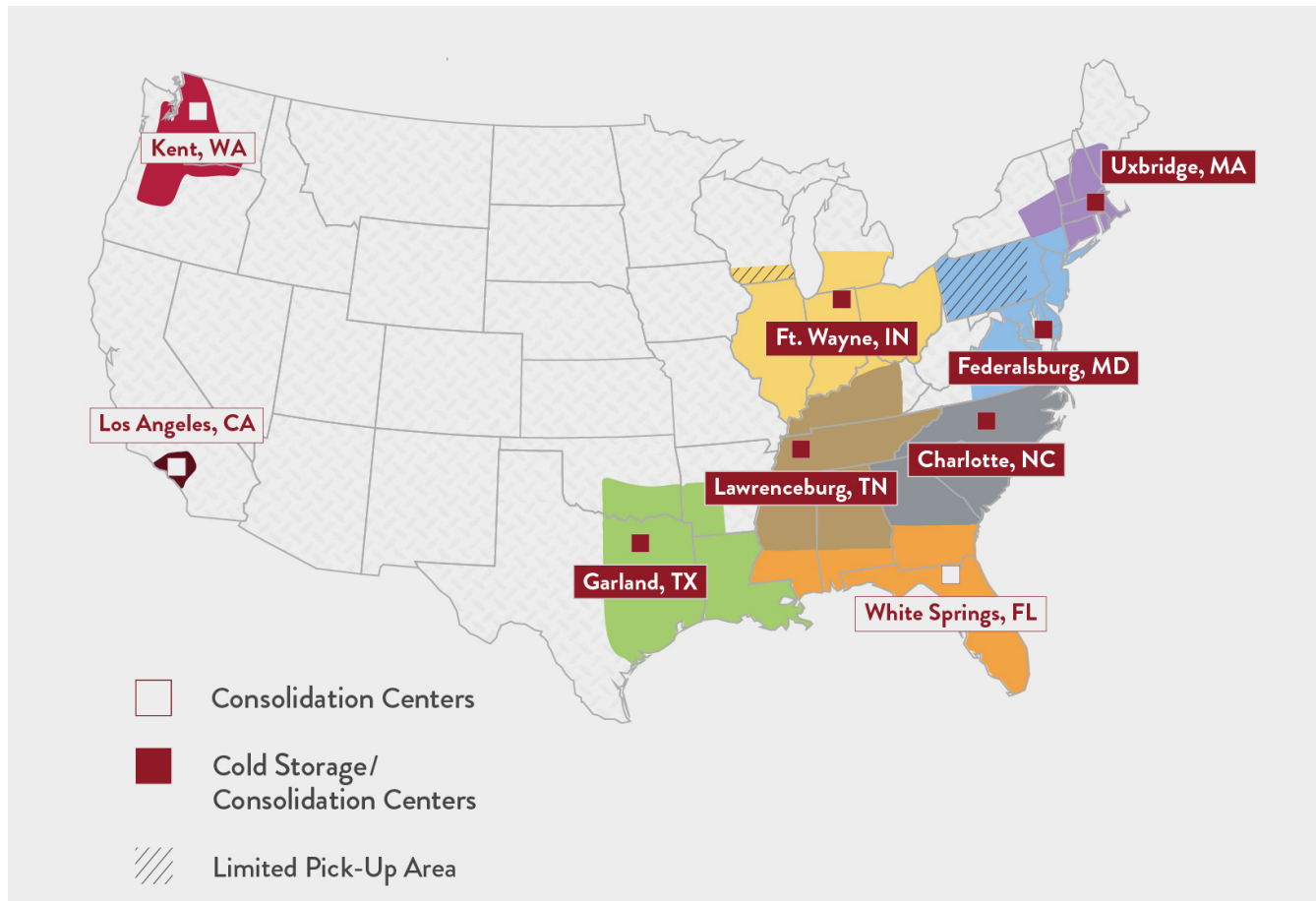


LTL Pick-Up/Delivery Schedules

Pick-Up: Our standard pick-up days are Thursdays & Fridays. Our LTL sailing schedule is available on our website at <https://hmbayinc.com/locations-schedule/>.

Delivery: Deliveries take place the following week. Please refer to our LTL sailing schedule for further information.

LTL CONSOLIDATION CENTERS AND PICK-UP AREAS



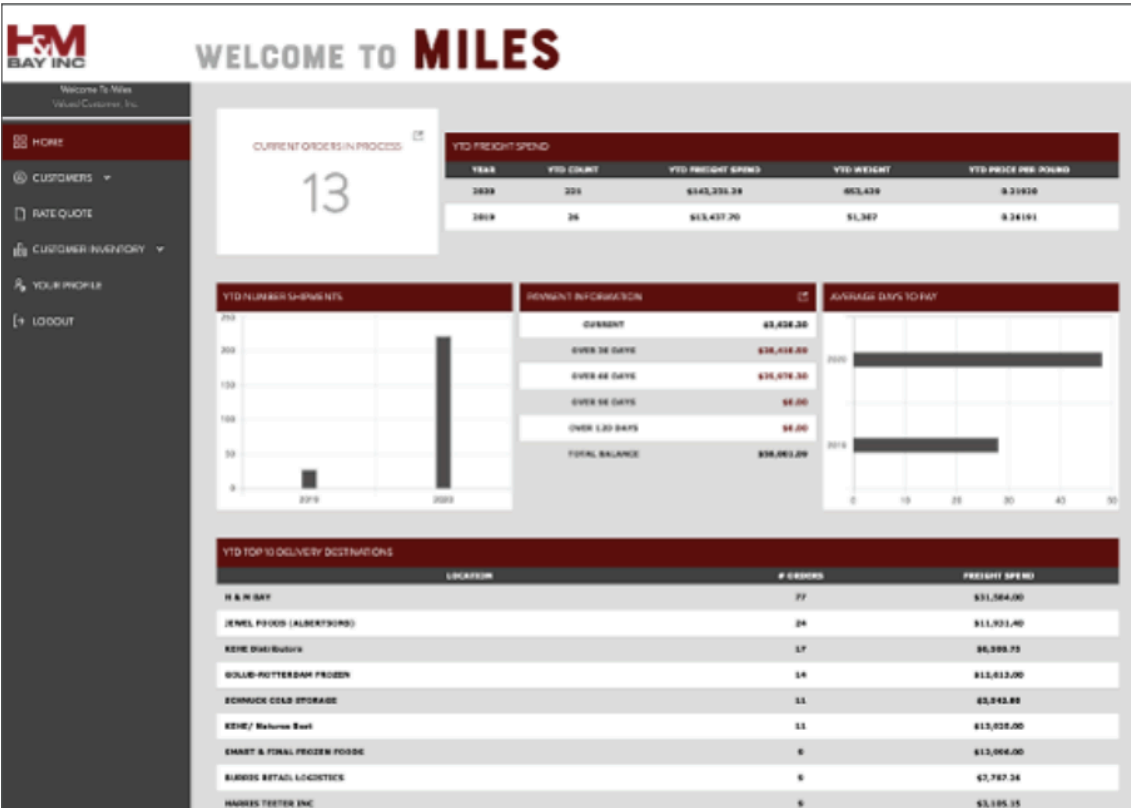
H&M Bay takes great pride in our coast-to-coast footprint with 9 locations across America.

We pickup temperature-controlled LTL commodities in the geography surrounding our centers and deliver to all 48 contiguous states.

How to Place an Order

Email orders to orderentry@hmbayinc.net. Additional contact information can be found on the included H&M Bay Consolidation Center map, and on our website <https://hmbayinc.com/locations-schedule/>.





H&M Bay's Online Tools

You will receive a username and password providing you access to our online tools. You will have the ability to choose what information you will receive as it pertains to your order such as pick-up and delivery information.

W-9 Form and Permit

Form **W-9**
(Rev. October 2018)
Department of the Treasury
Internal Revenue Service

Request for Taxpayer Identification Number and Certification

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

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

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.
H&M Bay Inc.

2 Business name/denied 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.
☐ Individual/sole proprietor or single-member LLC
☐ C Corporation
☒ S Corporation
☐ Partnership
☐ Trust/estate
☐ Limited liability company. Enter the tax classification (C-C corporation, S-S corporation, P-Partnership) in the space below.
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.
☐ Other (see instructions)

4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3).
Exemption from FATCA reporting code (if any)

5 Address (number, street, and apt. or suite no.) See instructions.
1800 Industrial Park Drive

6 City, state, and ZIP code
Federalsburg, MD 21632

7 Last 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.

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 *Robert M. Harris, Controller* Date *2/17/2020*

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 1088 (home mortgage interest), 1088-E (student loan interest), 1088-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.

Cat. No. 10231X Form **W-9** (Rev. 10-2018)

06/03/2008 09:41 FAX

H&M BAY

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U.S. Department of Transportation
Federal Motor Carrier Safety Administration

1200 New Jersey Ave., S.E.
Washington, DC 20590

SERVICE DATE
May 29, 2008

PERMIT
FF-6611-P
H & M BAY, INC
FEDERALSBURG, MD

This Permit is evidence of the carrier's authority to engage in operations as a **freight forwarder of property (except household goods)**.

This authority is subject to any terms, conditions, and limitations as are now, or may later be, attached to this privilege.

This Permit will remain in force until revoked as provided by the Federal Motor Carrier Safety Administration.

Kathy A. Weiner

Kathy Weiner, Chief
Information Systems Division

PFF

Questions

Please email sales.info@hmbayinc.net.

We look forward to being your premier frozen & refrigerated
LTL shipment provider.



H&M Bay, Inc.
1800 Industrial Park Road
Federsburg, MD 21632

800.932.7521

