

Minnesota Commercial Truck and Passenger Regulations Fact Sheet

Household Goods Carrier Shipping Documents

Minnesota Statutes, Section 221.172, requires that intrastate motor carriers of household goods maintain records of shipments transported. A record may consist of 1 or more documents. These can include a bill of lading, manifest, delivery receipt, or other documentation. If it consists of more than one document, the documents constituting a shipment record must be available for inspection together.

The purpose of the law is to establish consistent record keeping within the industry. Accurate record keeping helps to protect to shipper and the carrier should disputes arise regarding transportation provided.

The carrier must retain shipping documents for at least 3 years. They must be readily accessible and available for inspection by Mn/DOT upon request. The record must show:

- Names of the consignor and consignee;
- Date of shipment;
- Origin and destination points;
- Description of the freight;
- Weight, volume, or measurement of the freight, if applicable to the rating of the freight or if the carrier's operating authority includes a weight restriction;
- Exact rate or rates assessed;
- Total charges due, including the nature and the amount of any charges for special service;
- Name of each carrier participating in the transportation;
- Terminal(s) through which shipment moved, if any; and
- Release valuation statement.

Note: *Shipping documents for the transportation of hazardous materials (HM) must conform to the requirements of the Code of Federal Regulations, Title 49, Parts 100-185. Transportation of hazardous waste under a hazardous waste manifest must conform to the requirements of Minnesota Rules, Chapter 7045.*

Release Valuation Statement

Minnesota law requires household goods carriers to "specifically call the shipper's attention to the released value of the goods as fixed in its tariff . . ." (Minnesota Rules, Part 7800.2000, Subpart 2). Released value is the amount of financial risk the household goods carrier assumes while the shipper's household items are entrusted to the carrier for transport. In Minnesota, the **minimum** released value that household goods carriers must assume is \$.60 per pound.

Unless the shipper signs a bill of lading acknowledging \$.60 as the released value, the carrier's liability automatically becomes the greater of the shipper's declared value or \$1.25 per pound. Once a shipper is notified of the minimum released value, it may request additional insurance coverage for amounts in excess of the Minnesota released value. The carrier may act as an agent for obtaining this insurance coverage and charge an additional fee. When additional insurance is offered, the carrier must provide evidence of an insurance policy to the shipper for the amount requested at the time of, or prior to the start of the move. Because the risk assumed by the household goods carrier may affect the rates charged, the released value should be stated in the carrier's tariff. In addition, because state law only prescribes the minimum release value (liability), household goods carriers may voluntarily offer higher levels of released valuation, and a carrier may choose to offer several moving rates which correspond to varying levels of liability.

Minnesota intrastate household goods moves must be accompanied by a bill of lading that, on its face, has the following statement printed in distinctive boldface, colored type (Minnesota Rules, Part 7800.2100).

Unless the shipper expressly releases the shipment to a value of 60 cents per pound per article, the carrier's maximum liability for loss and damage shall be either the lump sum value declared by the shipper or an amount equal to \$1.25 for each pound of weight in the shipment, whichever is greater.

The release of value must be entered in the following form directly below and immediately following the foregoing statement, and must be completed only by the person signing it.

The shipment will move subject to the rules and conditions of the carrier's tariff. Shipper hereby releases the entire shipment to a value not exceeding:

(To be completed by the person signing below)

Notice: The shipper signing this contract must insert in the space above in his own handwriting, either his declaration of the actual value of the shipment, or the words "60 cents per pound per article" Otherwise, the shipment will be deemed released to a maximum value equal to \$1.25 times the weight of the shipment in pounds.

(Shipper) (Date)

Provided that: Where the shipper is the employer of the actual owner of the household goods being transported and is responsible for all transportation charges in connection with such a move, the shipper may instruct the motor carrier to release the shipment to a value of 60 cents per pound per article (a) by specification made on a purchase order, or (b) by issuing, in advance of the shipping date, appropriate letters of instruction to the carrier. In such instances, the motor carrier must incorporate the instructions by reference to the document in (a) or (b) above in the bill of lading in lieu of the personal signature and handwritten statement relating to released rates.

The shipper may also elect, in lieu of declared value, to purchase trip insurance covering up to full value of the shipment and the carrier shall be permitted to act as an agent in the writing of said insurance.

This Fact Sheet is intended as a resource. It is not intended to explain all the requirements of Minnesota or Federal law. The actual Statutes, Rules and Regulations are recommended as a resource, and can be purchased at the Minnesota Bookstore (phone number 651/297-3000 or 1-800-657-3757). For additional assistance contact the US DOT at 651/291-6150 or Mn/DOT's Office of Freight and Commercial Vehicle Operations.



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