



SMITHSONS | 2026-2027

Online application | document checklist

2026-2027 SUBCONTRACTOR APPLICATION

Ready to submit? Check these first.

2026-2027 MOA snow haul | Website submission checklist

Follow these steps at **smithak.com** once the Snow Haul Subcontractors page is published. Check each box as you prepare your application.



1. COMPANY DOCUMENTS



Have your business license ready. Include your safety program and drug/alcohol policy where available. Complete your company application.



2. COI: BOTH NAMES ARE REQUIRED



Name **Municipality of Anchorage AND SmithSons as additional insureds** on general and auto liability. Missing either name delays review. Ask your agent to correct it before upload.



3. EACH TRUCK NEEDS ITS OWN RECORD



Upload current registration and clear photos showing the ID on both sides. Enter truck capacity and complete every equipment qualification question.



4. EACH DRIVER NEEDS THEIR OWN RECORD



Upload a legible driver license and DOT medical card. Provide background-check documents if required. Complete each Yes/No selection.



5. COMPLETE INVITED ONBOARDING



Submit your W-9 through the separate restricted collection process. Execute the subcontract and provide any additional required documents.



6. CHECK FILES, THEN SUBMIT ONLINE



Make sure every file is readable and labeled: company + document type + truck ID or driver name. No SSNs or EINs in filenames. Submit through the website and follow SmithSons update instructions.

CONFIDENTIAL SUBMISSION: SmithSons handles submitted documents and personal information with care, limits access to authorized personnel for review and administration, and manages, retains and disposes of records in accordance with applicable law. Information may be disclosed as legally required or authorized.