Loadee

THREE SIMPLE STEPS

Your load. Your price. Your bid.

Loadee automates the load-matching and bidding workflow, helping you respond quickly to new opportunities







1 Match

Once you create an account and set up your fleet, keep load filters up to date, so Loadee can keep finding loads that fit you best.

2 Price

Loadee calculates recommended price for you based on lane, freight size and current market conditions. Review and update it as needed.

3 Bid

Loadee builds your bid email to broker in one click.
Tailor it to your preferences and send it.

A visual guide to setting up Loadee and using it for your carrier business.

Loadee

Create your account

Get started with Loadee by creating and verifying your carrier account.

1 Tap Sign up

On the welcome screen, tap **Sign up**.

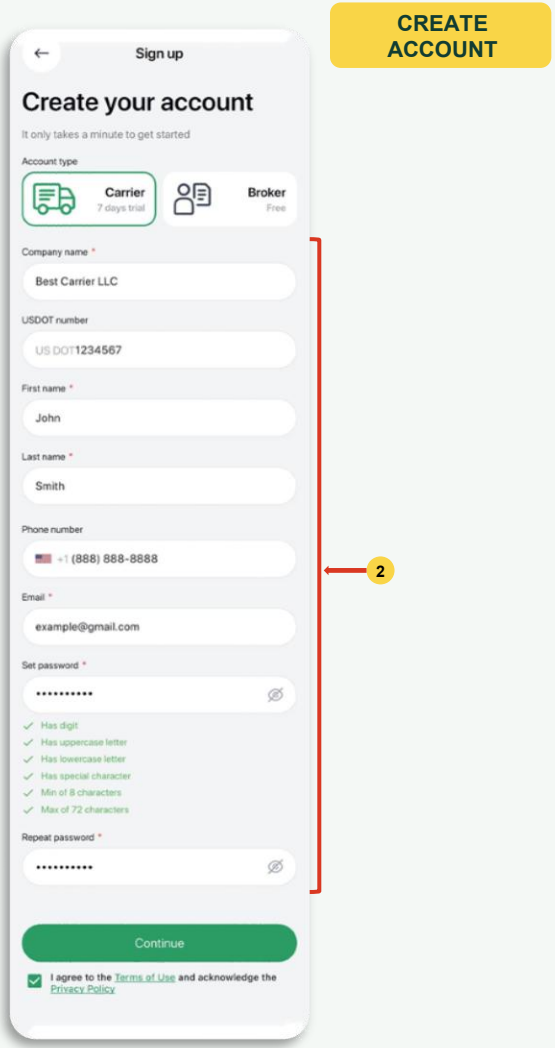
2 Complete the registration form

Enter the requested contact and business details accurately.
Use your carrier business email address.

3 Verify and sign in

Loadee will send an email with a verification link. Tap on that link, then return to Loadee and sign in with your email and password.

Already registered? Use **Sign in** button.
Forgot your password? Use **Forgot password** button on **Sign in** screen to reset it.



Add your vehicles

Set up each vehicle accurately to get the most relevant load matches.

1 Open Fleet and tap “+”

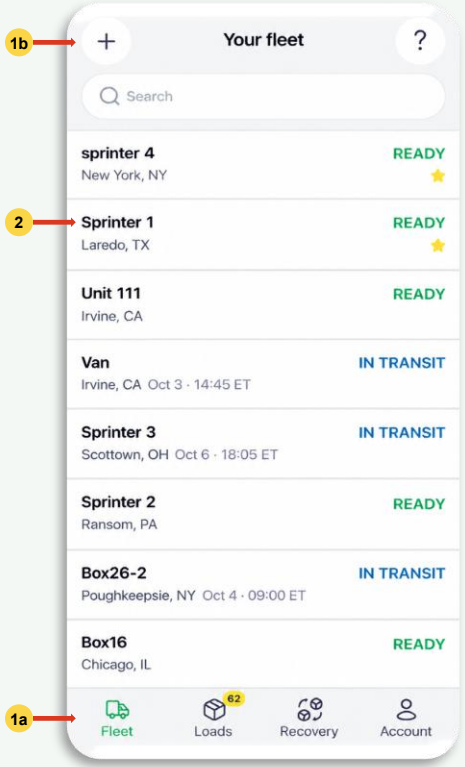
Tap **Fleet** in the bottom navigation menu. Tap the **+** button to add a vehicle.

2 Give it a recognizable name

Use a name such as Sprinter 1 or Box26-2 so you can identify it quickly.

3 Configure and save

Follow the prompts to complete new vehicle load filters and cost & pricing settings. You can always adjust them later.



Hint 1: You can see each vehicle’s status and location on your **Fleet** screen.
Hint 2: Mark vehicles as **Favorite** to have them on top of the list.

Tell Loadee where you can pick up

Your available location is the starting point for matching nearby freight.

1 Open the vehicle filters

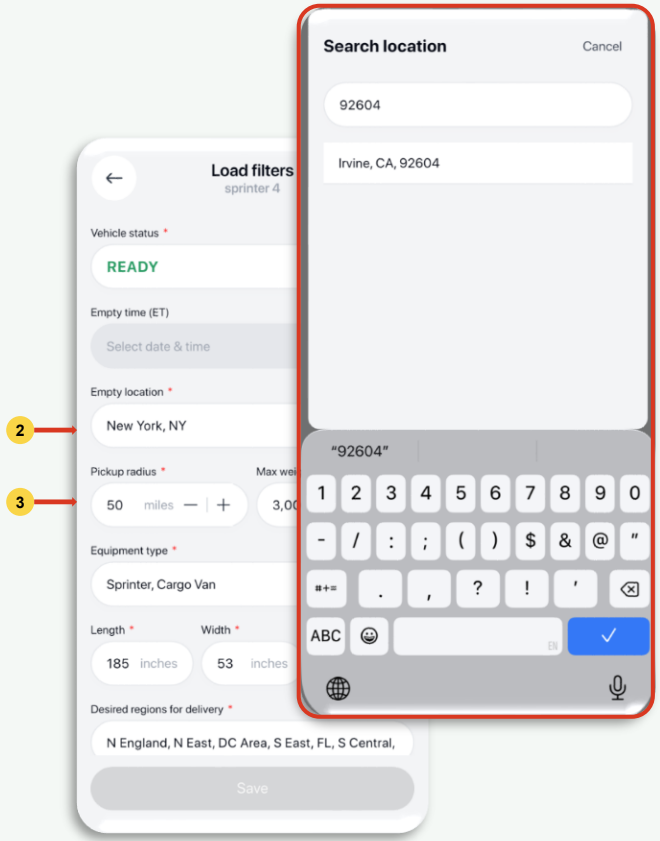
Tap a vehicle on the **Fleet** screen to open its load filters.

2 Set Empty location

Search by city or ZIP code. Choose the correct result from the list.

3 Choose a pickup radius

This is a maximum deadhead you're willing to take. We recommend starting with 100 miles and expanding if you want to see more loads.



Hint: Loadee does not track your vehicles.
Keep the empty location updated as your truck moves.

Enter the space you can actually use

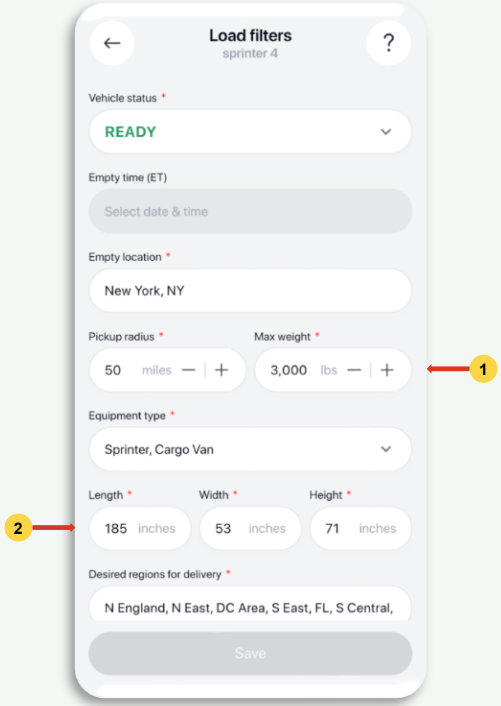
Select usable cargo dimensions and safe payload to match with loads your truck can carry.

1 Set Max weight

Enter your actual available payload in pounds.
Consider vehicle equipment and anything already on board.

2 Enter Length, Width, Height

Enter usable cargo-space measurements in inches.
Check door clearance and wheel-well restrictions separately when reviewing a load.



Hint 1: Select usable cargo dimensions and safe payload - not exterior vehicle measurements.
Hint 2: Keep the remaining capacity updated to be able to find fitting loads alongside your trip.

Choose the right equipment type

Select the vehicle type, so Loadee can match you with the right loads.

1 Open Equipment type in Load filters

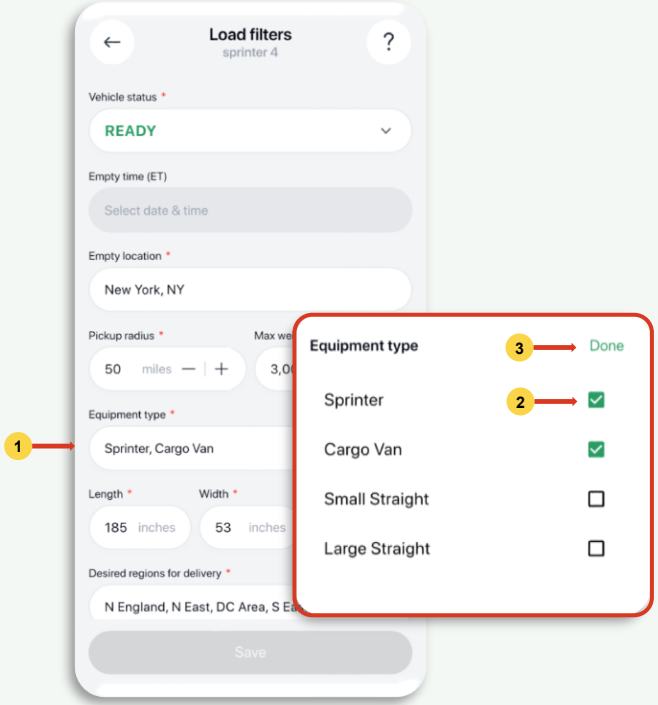
Tap the **Equipment type** field in **Load filters** to open the category selector.

2 Select suitable categories

Available categories shown include Sprinter, Cargo Van, Small Straight, and Large Straight. Choose only what fits your vehicle.

3 Confirm the selection

Tap **Done**. Check dimensions and payload next, then **Save** your updates.



Hint: Select more than one equipment type to get more load matches.
For example, if you're willing to take Sprinter loads with your box truck, select Sprinter too.

Choose where you want to deliver

Choose where you're willing to deliver so Loadee can match you with loads going your way.

1 Open Delivery regions selector

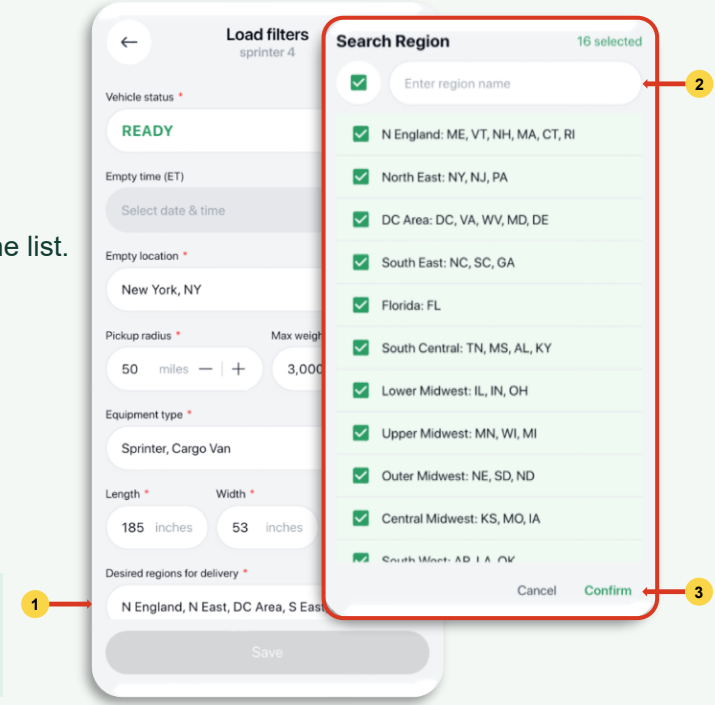
Tap the **Desired regions for delivery** in your **Load filters**.

2 Search Delivery regions

Search for regions (by typing region name or state code) or just scroll through the list.

3 Select your regions and confirm

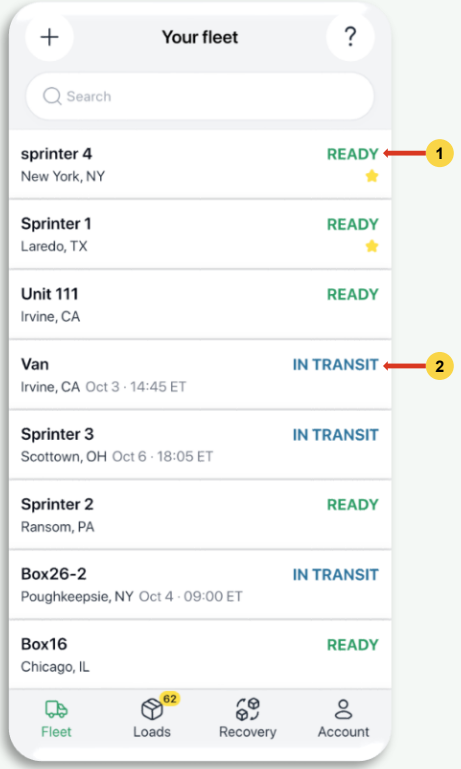
Select your preferred delivery regions and hit **Confirm**.



Hint: Select regions you're willing to deliver to (to avoid backhaul areas or target loads heading toward the driver's home area). Expand your preferences to see more suitable matches.

Plan the next load before you arrive

Use truck status to show when and where the vehicle will become available.



1 READY: available now

Use READY when the vehicle is available to pick up freight.
Keep its empty location up-to-date.

2 IN TRANSIT: available after this trip

Use IN TRANSIT while carrying a load. Set the future empty location and empty time in Eastern Time (ET) so Loadee can search loads for you in advance.

3 OFF DUTY: not available

Use OFF DUTY when the vehicle is not taking freight.
Return it to READY when you are available again.

Hint: In Transit helps you look ahead instead of waiting until delivery to plan the next trip.

Manage your vehicles

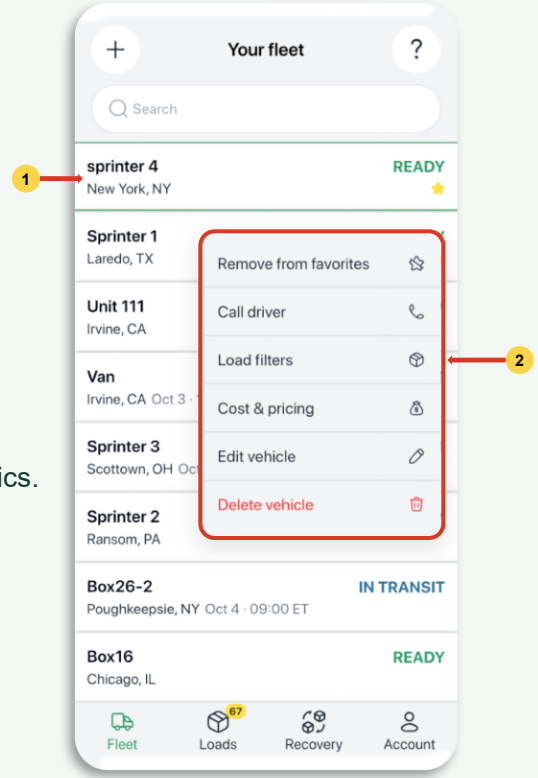
Use the vehicle menu to reach its load filters and cost settings.

1 Open the vehicle menu

Long-tap (or right-click) on a vehicle in the list to open vehicle menu.

2 Choose what you want to manage

Favorites: mark vehicles as **Favorite** to have them on top of the list.
Call driver: can call your driver with one tap.
Load filters: tell Loadee which loads to match it with.
Cost & pricing: set your operating costs and pricing preferences to estimate trips economics.
Edit vehicle: rename your truck and edit driver contact details.
Delete vehicle: remove the truck when you no longer use it.



Hint 1: Short-tap on vehicle to update its Load filters. Keep them up to date for best load matching.
Hint 2: Don’t delete temporarily unavailable vehicles. Instead, set OFF DUTY status in Load filters.

Set vehicle costs and pricing

Set your vehicle costs and pricing preferences to understand the economics of each trip.

1 Set up a Driver deal

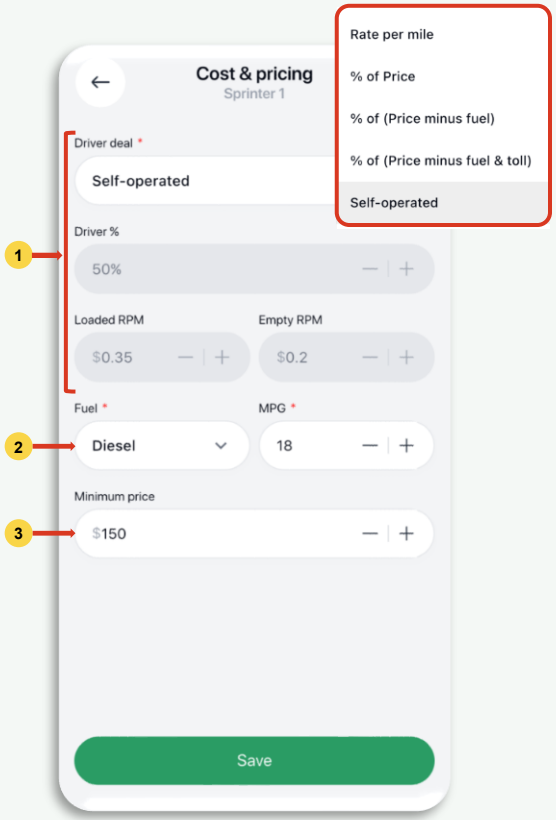
Complete driver deal details (how you pay your driver): whether it's rate-per-mile or %.
Loadee will show your driver cost for future trips based on mileage or price %.

2 Enter Fuel and MPG

Select the correct fuel type and enter realistic miles per gallon.
Loadee will show your fuel cost for future trips based on fuel prices in those areas.

3 Set Minimum price

Enter your lowest minimum acceptable trip price.
Loadee's recommended price for bid will never go below that level.



Hint 1: If you drive yourself, pick "Self-operated" - so your driver costs will be zero.
Hint 2: If your driver pays for gas: set Fuel as "Paid by driver" - so your fuel costs will be zero.

Manage matched load notifications

Control how Loadee notifies you when a new load matches one of your vehicles.

1 Notifications ON/OFF button

Turn notifications ON to receive alerts for new matched loads.
Turn them OFF to stop receiving alerts.

2 Notification banners

Loadee sends one notification for each load-vehicle match.
Tap the notification to open the matched load.

3 Sound or Vibration

Your device settings control whether Loadee notifications play a sound or vibrate.



Hint 1: For your safety - don't use Loadee while driving.
Hint 2: Act on new matched loads quickly - brokers are more likely to respond to early bids.

Browse your matched loads

See all current load matches at a glance and quickly spot what's new.

1 See key load information

Each match shows the route and timing, load weight, distance to pickup (Out), and trip distance - so you can quickly scan your opportunities.

2 See which vehicles match

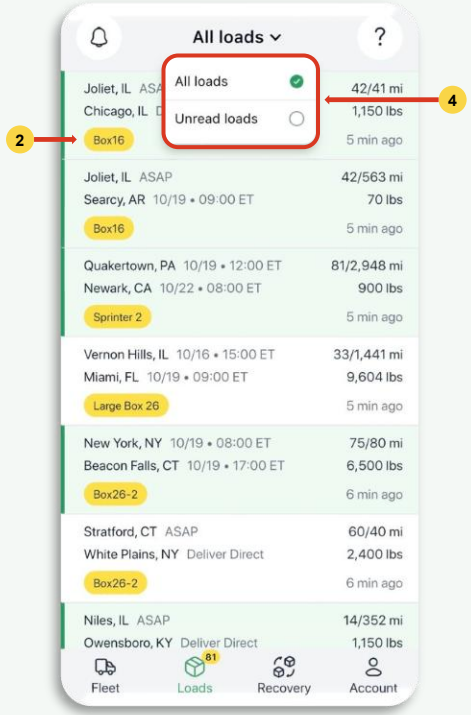
The yellow vehicle tags show which of your vehicles match each load.
A load may match more than one vehicle.

3 Spot new loads

Unread loads are highlighted in green, making new matches easy to identify.
Once you open a load, it is marked as read.

4 Filter your load list

Switch between **All loads** and **Unread loads** at the top to see your full list or focus only on matches you haven't reviewed yet.



Hint: Matched loads stay available for only 30 minutes.
Check new matches quickly so you have time to review them and bid.

LOAD DETAILS

Review your matched load

A match is an opportunity, not a commitment. Review load details before deciding to bid.

1 Confirm or switch the vehicle

See which vehicle was matched to the load.
If another vehicle works better, tap the vehicle name to switch.

2 Review the load details

Check the equipment type, weight, dimensions, pickup and delivery details, and broker contact information.

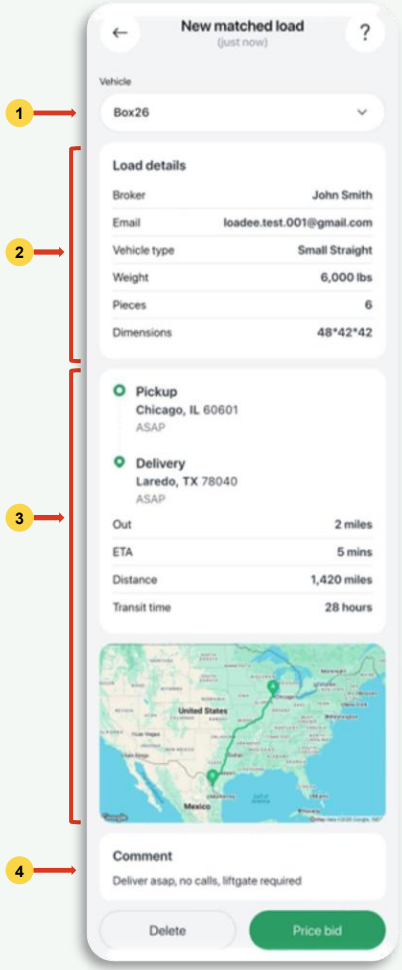
3 Check pickup distance and route

Review the distance to pickup (Out), pickup ETA, trip distance, transit time, and route. If everything works for you, tap **Price bid** to continue.

4 Review broker comments

Read any comments carefully: they may include important requirements or load details.

Hint: Some loads may be missing dimensions, weight, or pallet count.
Check with the broker directly to make sure the load will fit your truck.



Know your costs. Price your bid.

Loadee combines your trip costs with market-based pricing guidance to recommend a bid price.

1 Understand your trip costs

Loadee calculates trip expense based on your vehicle cost settings.
This is for your reference only and will not be shared with brokers.

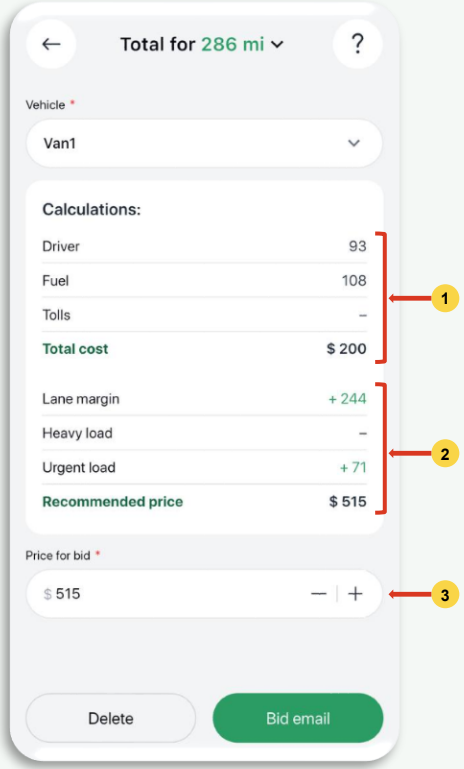
2 Recommended price build-up

Loadee suggests lane margin based on locations and current market conditions.
When loads are heavy or require urgent delivery - the recommended price is adjusted for it.

3 Set your Price for bid

Adjust the recommended price before proceeding to **Bid email**.
Brokers are not guaranteed to accept your price offer or respond.

Hint: You can switch between **Total** and **Per mile** views to see costs and prices for the entire trip or per mile.



Build a useful bid message

Choose which details to include before transferring the message to your email app.

1 Review Subject and Introduction

Email subject is automatically generated based on load details. Update if needed.
Include the greetings if you prefer – it will be saved for your next bid.

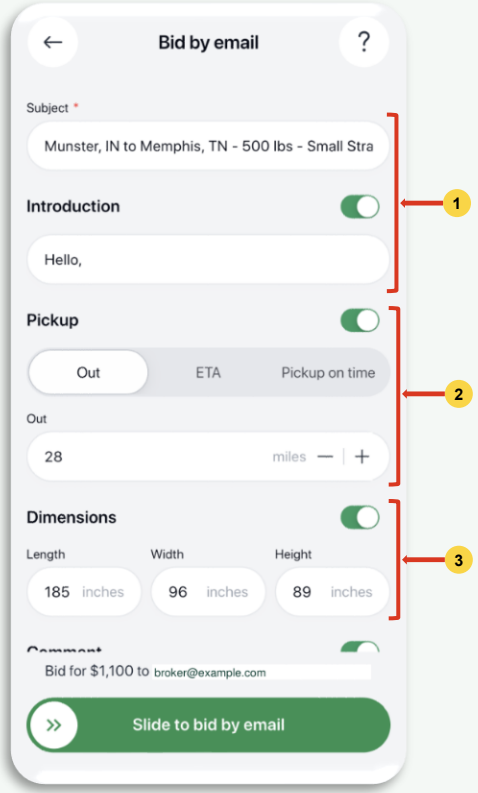
2 Choose pickup information

You can choose between stating your **Out**, **ETA**, or simply say **Pickup on time**.
If you pick **Out** or **ETA** - they are calculated by Loadee. Review and update as needed.

3 Check the vehicle dimensions

Review Length, Width, and Height – prepopulated from your vehicle settings.
Include accurate usable cargo dimensions for the selected vehicle.

Hint: Make your offer clear by giving the broker enough information to judge your rate, equipment, and your ability to meet pickup timing.



Add your tailored comment and signature

A complete signature makes it easier for the broker to identify and contact you.

1 Add a useful comment

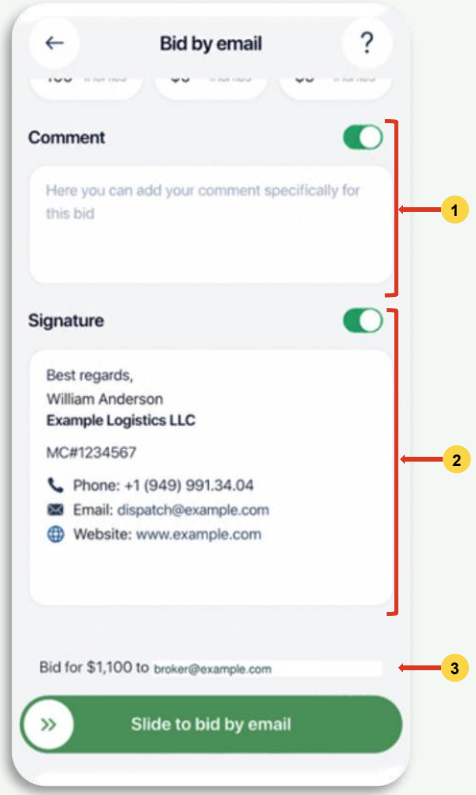
Include load-specific information such as pickup availability or a clarification.
Keep the message brief and accurate. Your comment will not be saved for future bids.

2 Review the signature

State your name, company, MC when applicable, phone, email, and website.
Your signature will be saved for your next bid email.

3 Check your price and use the slider

Double check your bid price at the bottom.
Use the slider to generate a bid email in your device's default email app.



Hint 1: If your signature is already set up in your device email app (Gmail, Mail, Outlook) - simply turn off the signature option in Loadee to avoid duplication.
Hint 2: If a new-match notification arrives while you're drafting a bid email, finish your email first.

One-time set up for your default email app

Loadee prepares your bid email, then opens it in your preferred email app for you to review and send.

1 Why set up a default email app?

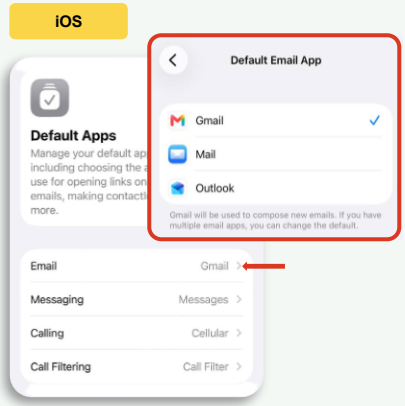
Loadee does not send bid emails on its own. It generates an email and transfers it to a default email app on your device where you will need to send it from.
You only need to set it up once.

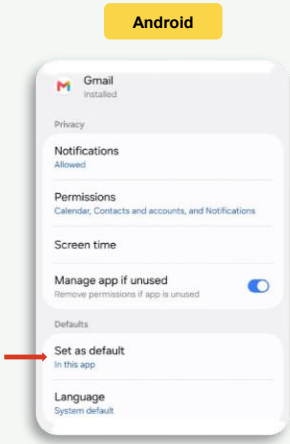
2 Choose your preferred email app

This is totally up to your personal preference.
Just make sure the app you choose has your email account you want to send bids from.

3 Set it as your default

On iOS devices: Settings → Default Apps → Email
On Android devices: Settings → Apps → [your email app] → Set as default (menu names may vary by device)

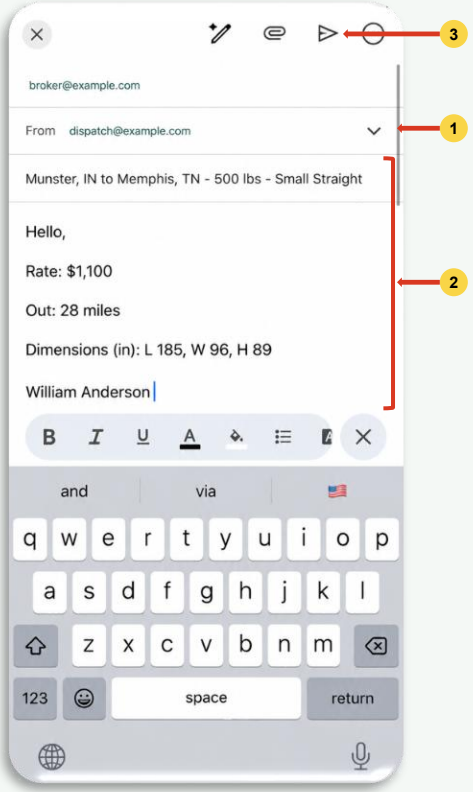




Hint 1: Make sure your preferred sending account is set up in the email app you choose. Broker's reply will come directly to that email account.
Hint 2: Contact Loadee support team if you need assistance with this process.

Check draft email in your app, and send it

Your bid email is ready: review the details and send it from your email app.



1 Use the correct From account

Use your carrier business email address - this is where brokers will reply.
If you have another email address here (e.g. personal) - tap on it and change it.
If your business email is not on the list - make sure it's added to your default email app.

2 Do a quick final check

Scan through an email draft to make sure everything looks good.

3 Hit Send and monitor broker replies

Tap the email app's **Send** button.
Interested brokers will respond to your mailbox outside of Loadee app.

Hint: Sending a bid doesn't confirm the load.
Wait for the broker's acceptance and written rate confirmation before dispatching.

If brokers don't respond to your bids

Not every bid gets a response from brokers. Here are some common reasons - and what you can do to improve your chances.

1 Pricing

Whether you bid at Loadee's recommended price or choose your own - broker may be getting other bids at more competitive rates. Make sure your rate looks attractive to brokers based on current market conditions, while still making a profit on your trip.

2 Timing matters

Loads move fast. Matched loads stay available in Loadee for only 30 minutes, but don't wait until the last minute. For the best chance of getting a response, try to submit your bid within the first 5 minutes.

3 MC Authority Age

Some brokers accept brand-new carriers, while others require a minimum period of active operating authority (at least a few months). If your MC is new, keep bidding consistently and respond quickly to suitable opportunities as you build your operating history.

4 Insurance Requirements

Many freight brokers require carriers to have at least $1 million in commercial auto liability insurance and $100,000 in cargo insurance. Make sure your insurance coverage meets the broker's requirements before bidding on loads.

Hint: Loadee cannot guarantee broker responses. But we're happy to help review your particular case together. Reach out to our support team to learn more.

Stay ready. Keep the loads coming

Keep your vehicle details and load filters up to date so Loadee can keep finding the right matches for you.

1 Keep your load filters up-to-date

Make sure your vehicle's location, status, capacity, pickup radius, and delivery regions reflect your current availability and preferences.

2 If you're not seeing enough matches

Review your vehicles' Load filters: expand pickup radius, delivery regions list, ensure payload and dimensions are adequately stated for fitting loads.
Note that weekday freight activity is generally higher during business hours.

3 After you book a load

Set the vehicle to IN TRANSIT and enter its expected empty location and time.
After delivery, switch it back to READY when you're available for another load.

Hint: A few seconds keeping your vehicle status and filters current can make the difference between catching and missing your next load.

Need backup? Post your load for recovery

Can’t complete an accepted load? Loadee can help you quickly find a replacement carrier.

1 Use Recovery when you can’t complete a load

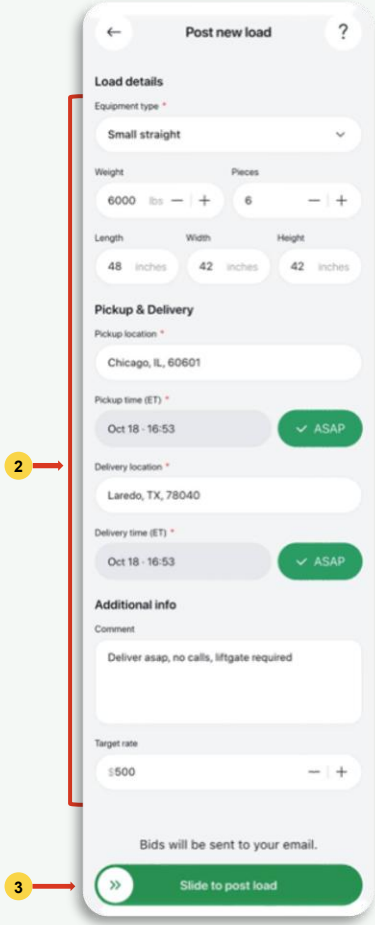
If a breakdown, driver emergency, or another unexpected issue prevents you from completing an accepted load, open **Recovery** and post the load details.

2 Enter the load details and route information

Select the equipment type, shipment details, pickup and delivery locations and deadlines, and any important notes for the recovering carrier. Enter the rate you’re prepared to offer (optional).

3 Post load, review incoming bids and arrange recovery

Slide to post. Loadee will match the load with eligible carriers for the next 30 minutes.
Carrier bids will arrive in your email app. If you don’t receive a suitable bid, you can repost the load.



Important! Always verify the replacement carrier and driver before releasing freight. Confirm their identity, authority, and insurance to help prevent fraudulent pickups and cargo theft.