

## Orientation Checklist

### General Requirements:

1. Driver's License
2. Social Security Card, Birth Certificate, or Passport for I9 verification
3. DOT physical & medical certificate valid for at least 1 year (this may also be obtained at the clinic we send you to for your initial drug screen)

### Truck Requirements (Towaway only):

1. 3/4-ton or 1-ton pickup truck with appropriate hitch and safety equipment
2. Annual DOT inspection (some state inspections may also qualify—see Recruiting for details)
3. \$500,000 minimum liability insurance on the pickup truck—proof of current coverage and coverage limits
4. Current registration (should be plated between 20,000-26,000 lbs)
5. Copy of title, title application, or bill of sale

### MVR Requirements:

If you are licensed in the states of California, New Hampshire, Utah, Washington, or in any Canadian province, bring a current (less than 30 days old) copy of your driving record/driving abstract with you.

### Employment Verification:

Your previous 10 years of employment history must be documented on your application. The FMCSA requires us to verify the last 3 years of your work history (section 391.23). If you have been self-employed, your previous employer is out of business, or we are unable to contact your employer, we will need your help with this verification. Paystubs, W2s, 1099s, contracts/leases, Schedule C/Ks, business licenses, and articles of organization are all acceptable means of verification.