

# SAFETY DRIVER

240-7791569 SG-T ERT 1-301-8000440

Date Sys  
Date Offer  
Ended

|  |
|--|
|  |
|  |

|       |  |
|-------|--|
| Name  |  |
| Phone |  |
| Email |  |
| MILES |  |
| ETA   |  |

|              |
|--------------|
| <b>TRF #</b> |
|              |

B2B B2C B2G B2N

## BOOKING PASSENGER OFFER \$ MARKET OPERATIVE SESSION

| A |  |  |
|---|--|--|
|   |  |  |
|   |  |  |
|   |  |  |
|   |  |  |

| B |  |  |
|---|--|--|
|   |  |  |
|   |  |  |
|   |  |  |
|   |  |  |

|  |
|--|
|  |
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| FOLLOWUP                 | DATE | REPORT SESSION |
|--------------------------|------|----------------|
| * 1 Call                 |      |                |
| 2 Set Sys                |      |                |
| 3 Confirm                |      |                |
| Radio Channel <b>ICS</b> |      |                |

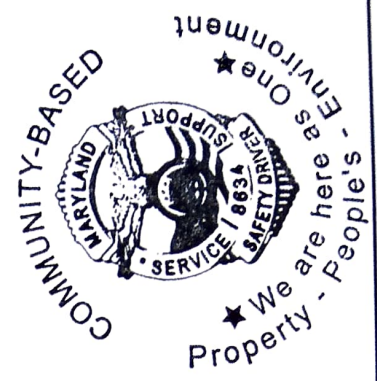
| INVOICE SESSION |       |
|-----------------|-------|
| Number          |       |
| Collection      | \$us. |
| Tax             | \$us. |
| Deposit Bank    | \$us. |

| Geographic SESSION |
|--------------------|
|                    |

| CONFIRMATION SESSION |            |  |
|----------------------|------------|--|
|                      |            |  |
| ID Badge             |            |  |
|                      | <b>SYS</b> |  |
|                      | <b>ICS</b> |  |

**PART II: DRIVER'S DAILY AND WEEKLY PREVENTIVE MAINTENANCE CHECKLIST**

|  | (16) CHECKED | (17) ACTION TAKEN (see comments) | (18) MECHANIC REQUIRED (see comments) | (19) COMMENTS   |
|--|--------------|----------------------------------|---------------------------------------|---|
| <b>PART II-A:</b><br>Driver check daily and take required action:        |              |                                  |                                       |   |
| License plates, forms (including accident report)                        |              |                                  |                                       |   |
| Lights, signals, windshield wipers, horn                                 |              |                                  |                                       |   |
| Tires and safety equipment   |              |                                  |                                       |   |
| Clean vehicle  |              |                                  |                                       |   |
| Engine oil level   |              |                                  |                                       |   |
| Radiator coolant level and hoses   |              |                                  |                                       |   |
| Tire condition, pressure and tread wear                                  |              |                                  |                                       |   |
| Battery fluid level  |              |                                  |                                       |   |
| Power steering fluid level, hoses, and lines                             |              |                                  |                                       |   |
| Automatic transmission fluid level                                       |              |                                  |                                       |   |
| Gauges and indicator lights  |              |                                  |                                       |   |
| Fuel level   |              |                                  |                                       |   |
| <b>PART II-B:</b><br>Driver check weekly and take required action:       |              |                                  |                                       |   |
| Tension and condition of drive belts                                     |              |                                  |                                       |   |
| Brake master cylinder fluid level  |              |                                  |                                       |   |
| Tighten battery brackets and cables, clean and grease corroded terminals |              |                                  |                                       |   |
| Engine compartment and surfaces under vehicle for leaks                  |              |                                  |                                       |   |
| CONDITION (report any irregular conditions such as dents or scratches)   |              |                                  |                                       |   |
|  |              |                                  |                                       | <b>PART III: VEHICLE OPERATION</b>  |
|  |              |                                  |                                       | (21) Report defects noted during operation of vehicle or any emergency road repairs made: |
|  |              |                                  |                                       | (22) DRIVER'S SIGNATURE   |
|  |              |                                  |                                       | <b>PART IV: SERVICE</b>   |
|  |              |                                  |                                       | (23) FUEL ADDED   |
|  |              |                                  |                                       | (24) OIL ADDED  |
|  |              |                                  |                                       | (25) ODOMETER READING   |
|  |              |                                  |                                       | ltr gal ltr gal cost cost km mi   |
|  |              |                                  |                                       | (26) DRIVER(S) SIGNATURE(S)   |
|  |              |                                  |                                       | (27) COMMENTS   |





# Driver's Daily Route Sheet

Driver Name: \_\_\_\_\_ Date: \_\_\_\_\_  
Passenger Name: \_\_\_\_\_ # \_\_\_\_\_ # \_\_\_\_\_  
Beginning Mileage: \_\_\_\_\_ Ending Mileage: \_\_\_\_\_ Total Miles: \_\_\_\_\_  
Start Time: \_\_\_\_\_ End Time: \_\_\_\_\_ Page # \_\_\_\_\_ of \_\_\_\_\_

| Agree # | Name / Address | D | R | S | FV | O | H | Amount Paid \$ | Miles at Arrival | Arrival Time | Departure Time | Comments |
|---------|----------------|---|---|---|----|---|---|----------------|------------------|--------------|----------------|----------|
|         |                |   |   |   |    |   |   |                |                  | A            |                |          |
|         |                |   |   |   |    |   |   |                |                  | D            |                |          |
|         |                |   |   |   |    |   |   |                |                  | A            |                |          |
|         |                |   |   |   |    |   |   |                |                  | D            |                |          |
|         |                |   |   |   |    |   |   |                |                  | A            |                |          |
|         |                |   |   |   |    |   |   |                |                  | D            |                |          |
|         |                |   |   |   |    |   |   |                |                  | A            |                |          |
|         |                |   |   |   |    |   |   |                |                  | D            |                |          |
|         |                |   |   |   |    |   |   |                |                  | A            |                |          |
|         |                |   |   |   |    |   |   |                |                  | D            |                |          |

Lunch Break \* Complete Arrival & Departure Times as the Beginning & Ending Time of Your Lunch Break  
A \_\_\_\_\_  
D \_\_\_\_\_



Lunch Break \* \_\_\_\_\_ Taken on Route \_\_\_\_\_ Not taken on Route

Driver Sign: \_\_\_\_\_ Passenger Signature: \_\_\_\_\_

Amount Collected in Field: \_\_\_\_\_ Manager Signature: \_\_\_\_\_

D-Delivery R-Return S-Service FV-Field Visit O-Other H-Handled Total Driver Stops Paid = \_\_\_\_\_

\*All Associates on routes lasting five (5) hours or more, or on routes during their normal lunch time, MUST take a meal break during their route of at least 30 minutes. All Associates should take a 10 minute rest break for every 4 hours on route. 2012.12.24