



2008

From: M&L Trucking

Dear Sir / Madam,

Thank you for contacting M&L in reference to the job listing. Please find the enclosed packet of information which explains the Drive -Away requirements. Included are the following:

M&L Transport Overview  
M&L Drive-Away Info Sheet  
Application Form  
Employee Verification Form  
Direct Deposit Authorization Form  
Fuel Surcharge form  
Vehicle information sheet  
Driver Paperwork Acknowledgement

Please note that once the delivery of the unit has been completed you are responsible for your own transportation and expenses for the return trip. This can be accomplished in one of two ways:

- A) Public Transportation
- B) Towing a vehicle behind you - M&L will work with you to outfit your vehicle for towing. You will be required to reimburse M&L approximately \$450.00 for the equipment that will be needed on your vehicle. This can be done through weekly payroll deduction if preferred. M&L will also provide you with additional equipment that will be needed at our expense.

Please review the information contained within at your convenience and return the completed forms if you would like to schedule an interview. Someone will contact you to schedule accordingly. Thank you again for your interest.

Sincerely,

Amy L. Amidon



M&L TRANSPORT OF PA, LLC

Drive-Away is the movement of delivery trucks throughout the country, giving you an exciting, and rewarding position in the transportation business. Drive-Away, allows you to drive without loading or unloading cargo.

As an Independent Contractor you have the freedom to choose where and when you want to run. Only six months experience can get you started in most of our Drive-Away areas. We have opportunities for Class D, C, B, and A license holders.

### Drive Away Requirements

Must be 23 years of age

Able to pass Federal DOT physical  
And Drug Screen

No Felonies

No DUI in past 7 years

Must meet FHWA guidelines on  
Safety Clearance Application

No more than 6 points on your licenses  
in the past 3 years

Must comply with Driver's Daily  
log requirements as prescribed in  
FHWA 395

### Compensation Schedule- (Ryder, Penske, Morgan)

\$.65 non CDL trip  
1-125 miles-\$100  
126-215 miles-\$140

\$.70 CDL trip  
1-125 miles-\$100  
126-200 miles-\$140

Up to 50% advance on pay/remaining 50% is weekly  
pay or direct deposit

### Compensation Schedule - McNeilus Body (Cement and Dump Trucks)

1-50 miles - \$70.00

201 - 300 miles - \$250.00

51 - 125 miles - \$145.00

301 - 425 miles - \$310.00

126 - 200 miles - \$200.00

426 miles and up - \$.70 per mile

**ALL FUEL IS REIMBURSED WITH RECEIPT!!!**

M&L will advance you up to 50% of a trip on your TCH Fuel Card, issued to you upon request. Once you have turned in your paperwork on that trip (by either mail or fax) you will receive all your remaining compensation on that trip on the next payday (Friday).

As an Independent Contractor you will be responsible for getting the vehicle from pick-up point to delivery point, this includes the purchase of fuel if needed which is reimbursable per the attached fuel surcharge schedule. You will be responsible for your expenses on the road, such as meals and motels (if needed). You are responsible for taxes and will be issued a 1099 form at the end of year. The advance on your trip will be more than enough to cover this expense on the road.

**If you want to see the country and be a part of a winning team,  
join our Drive-Away Division.**



M&L TRANSPORT OF PA, LLC

## M&L DRIVEWAY INFORMATION

- COMPENSATION PERIOD IS SUNDAY THROUGH SATURDAY WITH PAYMENT TYPES AS FOLLOWS:
  - WEEKLY COMPENSATION MAILED WEDNESDAY FOLLOWING FOR ALL MOVES SUBMITTED
  - DIRECT BANK DEPOSIT WITH SAME CRITERIA AS ABOVE (2 DAY PROCESS) - FORM TO BE COMPLETED
  - TCH FUEL CARD OF UP TO 50% (\$2.00 FEE) WITH REMAINDER PAID PER ONE OF THE ABOVE
- TOLLS - REIMBURSE UNAVOIDABLE BRIDGE/TUNNEL TOLLS WITH RECEIPTS. NO HIGHWAY TOLLS
- BREAKDOWNS - 2HR FREE TIME THEN PAYABLE @\$10.00/HR.
- UNIVERSAL HITCH - M&L PROVIDED
- LIGHT BARS - M&L PROVIDED
- LOG BOOK - REQUIRED - YES FOR BOTH CDL AND NON CDL - M&L PROVIDED
- RIDERS - NO
- DRUG TESTING - YES - M&L PROVIDED
- SAFETY MEETING - M&L WILL SCHEDULE ANNUALLY
- CONTACT INFO - M&L PROVIDED

Please send the Following info with your Application for faster processing:

- Copy of Drivers License
- Copy of Motor Vehicle Report
- Copy of D.O.T. Physical- CDL drivers only
  - a) Long Form
  - b) D.O.T Card

**PAYROLL DIRECT DEPOSIT AUTHORIZATION**

**DATE:** \_\_\_\_\_

**TYPE:** CHECKING / SAVINGS

**NAME OF BANK:** \_\_\_\_\_

**BANK ADDRESS:** \_\_\_\_\_

**ROUTING #:** \_\_\_\_\_

**ACCOUNT #:** \_\_\_\_\_

**I AUTHORIZE M & L TRANSPORT TO DEPOSIT MY COMPENSATION AS SPECIFIED ABOVE.**

**I HAVE CONTACTED MY BANKING INSTITUTION TO VERIFY THE ACCOUNT NUMBERS AND I UNDERSTAND THE BANKING PROCEDURES REGARDING DIRECT DEPOSIT OF MY WAGES.**

**A VOIDED CHECK OR DEPOSIT SLIP HAS BEEN ATTACHED TO THIS FORM.**

**DIRECT DEPOSITS WILL NORMALLY BE AVAILABLE ON YOUR PAY DATE, HOWEVER, WE ARE NOT RESPONSIBLE FOR DELAYS CAUSED BY BANKING INSTITUTIONS OR CLEARING HOUSES.  
(SYSTEM PROBLEMS / HOLIDAYS)**

**DRIVER NAME:** \_\_\_\_\_

**SOCIAL SECURITY #:** \_\_\_\_\_

**SIGNATURE:** \_\_\_\_\_

May 5, 2008

Dear Drive-Away Contractor:

Due to the escalating costs of fuel, a per mile fuel surcharge will be paid for all Drive-Away activity.

The fuel surcharge amount is based on the U.S. Dept. of Energy Diesel Fuel Index as reported on Monday of each week at [http://tonto.eia.doe.gov/oog/info/wohdp/diesel\\_detail\\_report.asp](http://tonto.eia.doe.gov/oog/info/wohdp/diesel_detail_report.asp) Fuel Surcharges are adjusted weekly and are in effect beginning each Tuesday through the following Monday. Our surcharge is based upon the U.S. Average of Highway Diesel Prices.

Listed below is the diesel fuel index and surcharge table:

<b>Price per Gallon</b>	<b>Surcharge</b>	<b>Price per Gallon</b>	<b>Surcharge</b>	<b>Price per Gallon</b>	<b>Surcharge</b>
4.60 to 4.649	\$.49	5.00 to 5.049	\$.57	5.40 to 5.449	\$.65
4.65 to 4.699	\$.50	5.05 to 5.099	\$.58	5.45 to 5.499	\$.66
4.70 to 4.749	\$.51	5.10 to 5.149	\$.59	5.50 to 5.549	\$.67
4.75 to 4.799	\$.52	5.15 to 5.199	\$.60	5.55 to 5.599	\$.68
4.80 to 4.849	\$.53	5.20 to 5.249	\$.61	5.60 to 5.649	\$.69
4.85 to 4.899	\$.54	5.25 to 5.299	\$.62	5.65 to 5.699	\$.70
4.90 to 4.949	\$.55	5.30 to 5.349	\$.63	5.70 to 5.749	\$.71
4.95 to 4.999	\$.56	5.35 to 5.399	\$.64	5.75 to 5.799	\$.72

Fuel prices above \$4.999 per gallon will continue at +.01/mile for each \$.05 range increment.

We thank you for your continued cooperation and support.

Sincerely,

**Robert J. Williams cg**  
Robert J. Williams  
Vice President, Sales

**VEHICLE INFORMATION**

In order for us to determine whether your vehicle can be towed and to order the parts needed for your vehicle, please include the following information for that vehicle. This will speed up the set-up process.

YEAR                      MAKE                      MODEL  
\_\_\_\_\_

TRANSMISSION

Automatic      \_\_\_\_\_      Front, Rear, or All Wheel Drive \_\_\_\_\_

Standard      \_\_\_\_\_      3,4,5,6, Speed \_\_\_\_\_      Neutral Dash/Floor

2 or 4 Wheel Drive \_\_\_\_\_

Comments

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

DO NOT WRITE BELOW – For M&L Transport Internal Use Only

---

Part	Cost
Bracket	_____
Adapter	_____
Cables	_____
Additional Costs	
Drive Shaft Disconnect	
Lube Pump	_____
Other	_____
Total	_____

Name: Last First Initial Address: City: State: Zip:

Date Of Birth: \_\_\_\_\_ Social Security #: \_\_\_\_\_ Phone Number (Area Code) \_\_\_\_\_ Emergency Phone Number (Area Code) \_\_\_\_\_  
 Month Day Year Issuing State: \_\_\_\_\_ Type License:  A  Passenger  Haz Mat   CDL  No  B  Tanker  Doubles  Expiration Date: \_\_\_\_\_ Suspended  Yes  No  Felony Conviction  Yes  No  DUI or DWI  Yes  No

Date	Nature of Accident	Traffic Citations (Past 5 Years)		Charge	Penalty
		Location	Date		

**Work Record for Past Ten (10) Years Your Work History will be carefully checked for the past 36 months**

All 36 months must be accounted for including self-employment or unemployment, indicate individuals we may contact, supply us with phone numbers including area codes. If you do not want your current employer contacted please indicate with a note on application. If there is not enough space below, a blank sheet of paper may be used.

Current or most Recent Employer: Name: \_\_\_\_\_ Contact Person: \_\_\_\_\_ Phone Number (Area Code) \_\_\_\_\_  
 Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Employed From: \_\_\_\_\_ To: \_\_\_\_\_ Position Held: \_\_\_\_\_ Reason for Leaving: \_\_\_\_\_  
 Second most Recent Employer: Name: \_\_\_\_\_ Contact Person: \_\_\_\_\_ Phone Number (Area Code) \_\_\_\_\_  
 Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Employed From: \_\_\_\_\_ To: \_\_\_\_\_ Position Held: \_\_\_\_\_ Reason for Leaving: \_\_\_\_\_  
 Third most Recent Employer: Name: \_\_\_\_\_ Contact Person: \_\_\_\_\_ Phone Number (Area Code) \_\_\_\_\_  
 Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Employed From: \_\_\_\_\_ To: \_\_\_\_\_ Position Held: \_\_\_\_\_ Reason for Leaving: \_\_\_\_\_  
 Fourth most Recent Employer: Name: \_\_\_\_\_ Contact Person: \_\_\_\_\_ Phone Number (Area Code) \_\_\_\_\_  
 Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Employed From: \_\_\_\_\_ To: \_\_\_\_\_ Position Held: \_\_\_\_\_ Reason for Leaving: \_\_\_\_\_  
 Fifth most Recent Employer: Name: \_\_\_\_\_ Contact Person: \_\_\_\_\_ Phone Number (Area Code) \_\_\_\_\_  
 Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Employed From: \_\_\_\_\_ To: \_\_\_\_\_ Position Held: \_\_\_\_\_ Reason for Leaving: \_\_\_\_\_  
 Sixth most Recent Employer: Name: \_\_\_\_\_ Contact Person: \_\_\_\_\_ Phone Number (Area Code) \_\_\_\_\_  
 Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Employed From: \_\_\_\_\_ To: \_\_\_\_\_ Position Held: \_\_\_\_\_ Reason for Leaving: \_\_\_\_\_  
 Seventh most Recent Employer: Name: \_\_\_\_\_ Contact Person: \_\_\_\_\_ Phone Number (Area Code) \_\_\_\_\_  
 Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Employed From: \_\_\_\_\_ To: \_\_\_\_\_ Position Held: \_\_\_\_\_ Reason for Leaving: \_\_\_\_\_  
 Driving Experience:  Straight Truck \_\_\_\_\_ Years  Tractor & Semi Trailer \_\_\_\_\_ Years  Transit Bus \_\_\_\_\_ Years  Other \_\_\_\_\_ Years

Signature of Applicant: \_\_\_\_\_ Date: \_\_\_\_\_

His certifies that this application was completed by me, and that all entries on it are true and complete to the best of my knowledge. It is agreed and understood that the company or its agents may investigate the applicant's record, whether same is of record or not, and applicant releases company and persons named herein from all liability for any damages of his furnishing such information.



# M&L TRANSPORT OF PA LLC

## REQUEST FOR INFORMATION FROM PREVIOUS EMPLOYER

I hereby authorize you to release the following information to

\_\_\_\_\_ for the purposes of investigation  
(Prospective Employer)  
as required by Section 391.23 and allowed by Section 383.35 of the Federal Motor Carrier  
Safety Regulations. You are released from any and all liability which may result from  
furnishing such information.

Date \_\_\_\_\_ Applicant's Signature \_\_\_\_\_

MAIL TO:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Dear Sir/Madam:

The below named individual has made application to this company for a position as \_\_\_\_\_  
\_\_\_\_\_ and states that he/she was employed by you as \_\_\_\_\_  
\_\_\_\_\_ from \_\_\_\_\_ to \_\_\_\_\_

We appreciate your time in completing, in confidence, the information requested below. Enclosed is a  
business reply envelope for your convenience. Thank you for your courtesy.

Sincerely,

\_\_\_\_\_  
\_\_\_\_\_

Name of Applicant: \_\_\_\_\_ Social Security No.: \_\_\_\_\_

1. Employed from \_\_\_\_\_ to \_\_\_\_\_ as \_\_\_\_\_ at wage or salary  
of \_\_\_\_\_
2. Did he/she drive motor vehicle for you? \_\_\_\_\_, Straight Truck? \_\_\_\_\_, Tractor-Semitrailer?  
\_\_\_\_\_, Bus? \_\_\_\_\_, Other (Specify) \_\_\_\_\_
3. Was he/she a safe and efficient driver? \_\_\_\_\_
4. Reason for leaving your employ. Discharged \_\_\_\_\_; Resignation \_\_\_\_\_; Lay Off \_\_\_\_\_  
Military Duty \_\_\_\_\_
5. Was his/her general conduct satisfactory? \_\_\_\_\_
6. Please advise history of past driving record if available for past three years \_\_\_\_\_

\_\_\_\_\_

DRIVER PAPERWORK ACKNOWLEDGMENT

By signing this acknowledgment, I \_\_\_\_\_, state that I have received and read M & L Transport's Paperwork Processing Instructions.

\_\_\_\_\_  
Date Driver Signature

\*\*\*\*\* PLEASE SIGN & RETURN WITH NEXT GROUP OF PAPERWORK YOU SEND IN. \_\_\_\_\_  
Driver Name (Printed)

THANK YOU \_\_\_\_\_  
Driver ID#