

# ORIENTATION INFO SHEET

## A L B U Q U E R Q U E

<b>Location</b>	301 Airport Rd NW, Albuquerque, NM 87121
<b>Applicant arrival if from out of town</b>	Sunday afternoon/evening
<b>Start Time</b>	Monday, 8:00 a.m.
<b>Finish Time</b>	Wednesday, 1:30 p.m.
<b>Greyhound drop off for out of town</b>	Downtown Albuquerque bus terminal
<b>Transportation from bus to hotel</b>	When the recruit arrives at the bus station in Albuquerque they need to call the hotel and identify themselves as attending orientation with Swift, the hotel shuttle will pick them up from the bus station. . The hotel shuttle is available Monday - Friday from 7am to 11pm. Saturday & Sunday from 8am to 8pm t Please try to schedule applicants arrival times within these hours. All others will need to take a taxi.
<b>Transportation from bus to terminal</b>	The hotel will pick them up 505.242.5228
<b>Transportation from hotel to terminal</b>	Hotel shuttle
<b>Hotel Terminal Uses</b>	Quality Inn & Suites, 411 McKnight Ave NW, Albuquerque, NM 87102, 505.242.5228
<b>Double Occupancy</b>	Yes
<b>Contact Person to Schedule</b>	Fran Ryan, Compliance, 505.344.1619, Fax 505.344.1758
<b>Alternate Person to Schedule</b>	Victor Quintana, Fleet Manager, 505.344.1619, Fax 505.344.1758
<b>Work Well</b>	Monday, 10:00 a.m.
<b>Physicals</b>	Monday, 11:00 a.m.
<b>Road Test</b>	Wednesday at the close of orientation
<b>Lunch Provided</b>	Yes, Tuesday only
<b>Driver Services Coordinator</b>	Chris Ryan, 888-413-2775
<b>Any Other Information</b>	If applicants arrive after 7:00 p.m. on Sunday, they will need to take a taxi from the bus station to the hotel.

**All Applicants should bring:**

Class A CDL

Social Security Card (not laminated) and/or Certified copy of Birth Certificate

Alien Registration Card (if applicable)

Any medical documentation stating medical conditions that may exist

Pen (black ink)

Pad for notes

**If the applicant is staying at the hotel it is strongly recommended that they bring an alarm clock to ensure proper arrival time at orientation.**

**Student graduates should bring:**

Driving School Diploma and grades

Loan agreements (if applicable)

Be prepared to leave with a Mentor directly from Orientation and the possibility of being away from home for 6 weeks.

Bring a sleeping bag, pillow, clothes for 6-8 days and any other personal necessities. (student will do laundry as needed) Pack belongings in a duffle or other soft sided bag.