

ORIENTATION INFO SHEET

D E T R O I T

Location	Detroit, MI, 24200 Bell Rd, New Boston, MI 48164, 800.575.9487, Fax 734.753.5803
Applicant Arrival if out of town	Monday in Detroit before 1:00 p.m. and in Wayne before 4:00 p.m.
Start Time	Tuesday, 6:30 a.m.
Finish Time	Thursday, 4:30 p.m.
Greyhound drop off for out of town	Wayne, MI bus station or Detroit Bus Station (If applicant has to go through Detroit to get to Wayne, have them stay in Detroit to be picked up.
	Detroit to be picked up.
Transportation from bus to hotel	Swift shuttle will pick up at the Detroit bus station at 1600, will wait for 1/2 hour for any drivers waiting for the shuttle, then will drive to Wayne for pick-up.
Transportation from bus to terminal	Call terminal 800.575.9487
Transportation from hotel to terminal	Tues/Wed/Thurs - Swift and Hotel shuttle will leave the hotel at 0615 and 0645 for terminal. Return to Hotel at 1600 and 1630
Hotel Terminal Uses	NEW - Knights Inn: 1250 North Dixie Highway Monroe, Mi 48162, phone 734-243-0597 fax 734-243-1878 e-mail fbakoss@amhospitality.us
Double Occupancy	Yes
Contact Person to Schedule	Safety/Compliance, 800.575.9487, Ext. 52311, Fax 734.75.5803
Alternate Person to Schedule	Kim Brown, Orientation Facilitator, 800.575.9487, Ext. 52317
Work Well	Tuesday, 8:00 a.m.
Physicals	Tuesday, 8:00 a.m.-12:00 noon
Road Test	Tuesday
Lunch Provided	Yes
Driver Services Coordinator	800.575.9487, Ask for Adam at Ext 52334
Any Other Information	<p>New Boston terminal does reimburse for gas but the applicant must live 50 miles from New Boston. They also can not stay in the hotel if they do on live 50 miles out. The hotel is giving Swift rate to those that live closer than 50 miles and wish to stay at the hotel; they will have to pay for the stay themselves. Anyone living further than 50 miles still can stay in the hotel. We cannot code drivers without drug screens.</p> <p>Special instructions for the recruiter/processor: Please make sure applicant has a valid SS card before scheduling them for orientation.</p> <p>Directions to the terminal: Take I-275 South to Exit 11 (S. Huron Rd) turn West to Bell Rd. Terminal is 1/2 mile down on the left. Take I-275 North to Exit 11 (S. Huron Rd) turn West to Bell Rd. Terminal is 1/2 mile down on the left.</p> <p>New Boston serves Sub's, (Italian, Pizza, Turkey, Ham, Steak & Onion) Chips and Pop for lunch they are pre ordered so if someone has an allergy to this we need know a head of time so a Salad can be ordered</p> <p>KNIGHTS INN: The hotel will serve pizza every night and a continental breakfast every morning to Swift drivers. All rooms will have a refrigerator and microwave oven. The motel also has a swimming pool.</p>

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.