

ORIENTATION INFO SHEET

L A N C A S T E R

Location	3250 N Longhorn, Lancaster, TX 75134, 800.800.7133, Fax 972.228.5158
Applicant Arrival if out of town	Monday evening
Start Time	Tuesday, 7:00 a.m. sharp
Finish Time	Thursday, 2:00 p.m.
Greyhound drop off for out of town	Schedule into Dallas South Park and Ride to arrive no later than 10:00 p.m. the evening before (the busses tend to run late)
Transportation from bus to hotel	Call Days Inn at 972.617.3501 and they will pick them up.
Transportation from bus to terminal	Days Inn, 972.617.3501
Transportation from hotel to terminal	The hotel will shuttle applicants back and forth from bus station, to hotel, to terminal all 3 days.
Hotel Terminal Uses	Days Inn, 202 S 35 East, Red Oak, TX 75154, 972.617.3501
Double Occupancy	All hotel rooms are double occupancy
Contact Person	Hattie Frye-Orientation Facilitator-Ext. 35254
Alternate Person	Kim DeDucca-Recruiter-800*796*9888 Ext 2
Work Well	At the terminal on the first day of orientation at 7:30 a.m.
Physicals	Right after Work Well
Road Test	Right after Work Well, physical and drug test.
Lunch Provided	Yes
Driver Services Coordinator	Alex Vega Ext. 35110, Fred Vasquez Ext. 35163 or James Wade Ext 35279
Any Other Information	<p>Special Instructions: Room reservations are automatic when you schedule someone for orientation in lotus workflow. Once they are scheduled you will not need to do anything further. When the applicant checks into the hotel, the front desk will advise them as to the time they will need to be in the lobby for the shuttle to the terminal (usually about 6:00-6:15 a.m.)</p> <p>Driving Directions: From I-20 East or West: Take the Houston School Rd. Exit (between I-35E & I-45). Turn south onto Houston School Rd. Approx. ½ mile turn right onto Daniieldale Rd. Approx 1/4 mile turn left onto N. Longhorn. Swift is on the left.</p> <p>From I-35E: Coming South from Dallas take the Daniieldale/Wheatdale Rd Exit (just north of I-20) Follow to 2nd stop sign turn left on Daniieldale approx 3/4 mile (directly after FFE yard) turn right on N. Longhorn Drive. Swift is on the left. Coming North from Waxahachie take Daniieldale/Wheatland Rd. Exit (417/418) immediately get into the far right lane. After billboard and before metal building turn right onto West Rd. Follow to Swift terminal on right.</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.	