

ORIENTATION INFO SHEET

L A R E D O

Location	Laredo, TX, 1101 Carriers Dr., Laredo, TX 78045, 800.966.0983, fax # 956-794-1167
Applicant Arrival if out of town	Monday evening
Start Time	Tuesday at 6:30 a.m., be in lobby by 6:00 a.m.- Wed & Thurs start @ 7:00a.m. meet in lobby by 6:30 a.m.
Finish Time	Students will be released as soon as their files are complete on Thursday
Greyhound drop off for out of town	At the bus station
Transportation from bus to hotel	Hotel shuttle 956.723.3603
Transportation from bus to terminal	Hotel shuttle 956.723.3603
Transportation from hotel to terminal	Hotel shuttle will take applicants to orientation terminal
Hotel Terminal Uses	Americana Inn, 5240 San Bernardo, Laredo, TX 956.723.3603
Double Occupancy	Yes
Contact Person to Schedule	Robert Benavides-Orientation Coordinator, Phone 956.794.1141, Fax 956.794.1167
Alternate Person to Schedule	Monica Santos @ ext 1177
Work Well	Tuesday
Physicals	Tuesday
Road Test	Tuesday
Lunch Provided	Tuesday and Wednesday - Lunch will be provided on Thursday if orientations runs past noon
Driver Services Coordinator	Juan Francisco Cortez, 800.966.0983, Ext. 1103
Any Other Information	<p>Special instructions for the Recruiter/Processor: If the applicant is coming in by bus be sure to give them the phone number of the hotel and they will pick them up at the bus station</p> <p>Directions to the terminal: Terminal is at ext. 13 off I35. If coming south on I35 take exit. 13 and turn left under overpass go straight and turn right onto S Unitec and turn left to Ravisa St. this will take you straight to the terminal 1101 Carriers Dr.</p> <p>Misc. instructions: All applicant needs to be downstairs in the hotel lobby on Monday morning at 6:00 a.m. and the hotel will take everyone from the hotel to the terminal for initial introductions. Swift will transport to the doctors office later Tuesday morning.</p> <p>Any questions regarding Orientation may be directed to Robert Benavides ext.1141 - Orientation Coordinator, Esmeralda Ramos ext.1114 - Safety & Compliance, Juan Cortez - Driver Services Coordinator, or Monica Santos ext.1177 Safety Coordinator.</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.	