

ORIENTATION INFO SHEET

M E M P I S

	<h1 style="color: green; text-decoration: underline;">ORIENTATION INFO SHEET</h1> <h2 style="text-align: center;">M E M P I S</h2>
Location	Memphis, TN, 1940 East Brooks Rd, Memphis, TN 38116, 800.231.5209, Fax 901.344.4395
Applicant Arrival if out of town	Monday's class should arrive on Sunday, and Wednesday's class should arrive on Tuesday.
Start Time	Monday and Wednesday, 6:30 a.m.
Finish Time	Tuesday and Thursday, 5:00 p.m.
Greyhound drop off for out of town	Memphis Greyhound Terminal
Transportation from bus to hotel	We provide a shuttle. Call the driver at 901.553.4147 and he will pick you up and take you to the hotel.
Transportation from bus to terminal	We provide a shuttle. Call the driver at 901.553.4147 and he will pick you up and take you to the hotel.
Transportation from hotel to terminal	Provide their road evaluator to drive a bus that will transport the applicants. Pick up time is 5:30 from hotel.
Hotel Terminal Uses	Holiday Inn Select Memphis-Intl Airport, 2240 Democrat Road (I-240 at Airways Exit), Memphis, TN 38118 ph #(901) 332-1130, fax (901) 398-5206
Double Occupancy	Yes
Contact Person to Schedule	Memphis Recruiting Dept., (Memphis processor), 800.258.2554, Fax 901.344.4370
Alternate Person to Schedule	Memphis Recruiting Dept., (Memphis processor), 800.258.2554, Fax 901.344.4370
Work Well	7:45 a.m. on Monday, 8:00 a.m. on Wednesday
Physicals	On the first day of orientation upon completion of work well
Road Test	Backing tests are given after completion of physicals and road tests are given at 3:30 p.m.
Lunch Provided	Yes
Driver Services Coordinator	Trey Weir, 800.238.6675
Any Other Information	<p>Special instructions for the Recruiter/Processor:</p> <p>Gas receipts required for reimbursement for an amount up to the cost of a bus ticket</p> <p>Directions to the terminal: From the East take I-240 south loop, take Exit 23B, Airways/Airport. Stay in the right lane until you come to the 3rd traffic light. Turn right on Brooks Rd. At the 2nd red light, turn right into the terminal. From the West I-55 south to Exit 5A, Brooks Rd East. Go to the 4th red light (including the one at the bottom of the exit ramp) and turn left into the terminal.</p> <p>Directions from bus to motel: Call the Swift Shuttle at 901.553.4147</p> <p>Misc. instructions: Make sure all applicants have their SS Card and extra money. Lunch is provided during orientation ONLY.</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 duffel or other soft sided bag.	