

# ORIENTATION INFO SHEET

## S P A R K S

<b>Location</b>	Sparks, NV, 1455 Hulda Way, Sparks, NV 89431, 866.476.6840, Fax 775.359.5579
<b>Applicant Arrival if out of town</b>	Sunday anytime afternoon. Need to let Stacy Shoemaker (SHOES) know by Friday if need hotel.
<b>Start Time</b>	Monday, 8:00 a.m.
<b>Finish Time</b>	Wednesday, 4:00 p.m.
<b>Greyhound drop off for out of town</b>	Reno bus station
<b>Transportation from bus to hotel</b>	Hotel shuttle will pick them up and take them to the hotel
<b>Transportation from bus to terminal</b>	Hotel shuttle 775.786.2506
<b>Transportation from hotel to terminal</b>	Hotel shuttle to and from the hotel to the terminal
<b>Hotel Terminal Uses</b>	Travel Lodge, 2050 B Market St., Reno, NV, 775.786.2506, Fax 775.786.3884
<b>Double Occupancy</b>	Only on rare occasions do we have double occupancy
<b>Contact Person to Schedule</b>	Stacy Shoemaker, 800.800.6066, Ext. 37308, Fax 775.359.5155
<b>Work Well</b>	Monday
<b>Physicals</b>	Monday
<b>Road Test</b>	Monday or during orientation as needed
<b>Lunch Provided</b>	Tuesday
<b>Driver Services Coordinator</b>	Stacy Shoemaker, 800.800.6066, Ext. 37308
<b>Any Other Information</b>	<p>Special instructions for the Recruiter/Processor:            Call motel for shuttle. Also picks up for orientation, school and workwell.            Recruiters can email Stacy Shoemaker to let her know if applicant needs hotel. (SHOES)</p> <p>There is a log class Wednesdays, 12:00pm to 1:00pm</p>
<b>All Applicants should bring:</b>	
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.	