

**BRINGING GREAT DRIVERS  
& CARRIERS TOGETHER**



## **TOP 10 RULES**

1. PLEASE NEVER, EVER, EVER, CALL THE CARRIERS DIRECTLY All communication with the carrier has to be done by management per our agreement with them
2. Don't use Carrier Names, Logos, or names of Stores in your advertising or job posts
3. Never sign release forms for drivers
4. Put nothing in writing to the Driver that could get you in trouble. (quoting exact pay etc)
5. Properly pre-qualify drivers and ask the screening questions before submitting
6. Always make sure to tell the driver which carrier they are applying with on the phone or via text or email!
7. Customer "Driver and Carrier" is always right. Be polite and stay professional always
8. If you don't update notes on your driver's profile in Zoho within a 7-day period, another recruiter can take the driver. Zoho is the holy grail! If your driver is tagged by you first, you are that driver's recruiter. You must be actively working with them though!
9. If you have ads running and have not submitted a driver within the last 30 days, your subscription is subject to cancellation. All drivers must be contacted ASAP!
10. FOLLOW UP WITH YOUR DRIVERS! We will post updates from carriers but it's your job to get updates to us so we can be proactive and follow up with the carrier for them.