



**SPECIAL INSTRUCTION SHEET**

DRIVER/OWNER OPERATOR \_\_\_\_\_ DRIVER CODE \_\_\_\_\_  
 SHIPPER/ACCT \_\_\_\_\_ REG \_\_\_\_\_  
 PACK \_\_\_\_\_ LOAD \_\_\_\_\_ DELIVER DATE \_\_\_\_\_  
 PICKED UP AT: RESIDENCE \_\_\_\_\_ DATE IN SIT \_\_\_\_\_  
 AGENCY/WHSE \_\_\_\_\_  
 GROSS \_\_\_\_\_ DATE OUT SIT \_\_\_\_\_  
 TARE \_\_\_\_\_ SET WEIGHT \_\_\_\_\_  
 NET \_\_\_\_\_ AMT. RECEIVED \_\_\_\_\_  
 AUTO/BOAT \_\_\_\_\_ WT ADD \_\_\_\_\_ CHECK # \_\_\_\_\_  
 TOTAL WEIGHT \_\_\_\_\_

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OFFICE USE ONLY  
 PAPERS RECEIVED:  
 DATE: \_\_\_\_\_  
 INITIALS: \_\_\_\_\_

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- \$200 penalty for failure to call in if you will arrive late to residence.
  - I have inspected the cartons packed by my labor and certify that packing has been performed to proper standards.
- Signature: \_\_\_\_\_
- Driver will be held responsible for up to 100% for all packing claims due to labor negligence.
  - Driver/Crew Chief is totally responsible for management of labor. If labor does not meet driver's expectations, driver will contact dispatch immediately for assistance.