



450 Deen Still Road  
Davenport, FL 33897

## Swart's Landscaping, Inc.

Telephone 863-424-6222  
Fax 863-424-6811

# SUB-CONTRACT TRUCKERS

### REQUIREMENTS:

- 1) Must have current CDL CLASS A license.
- 2) Must have Certificate of Insurance with Swart's Landscaping Inc. listed as Additional Insured.
  - Liability Insurance minimum \$300,000.00
  - Cargo Insurance minimum \$10,000.00
  - Workers' Compensation Insurance \$100,000/\$500,000/\$100,000.
- 3) Must fill out Sub Contractor information sheet.
  - Name of Company
  - Owner's name
  - Address
  - Telephone #
  - Mobile #
  - Pager #
  - Type of Truck & Gear
- 5) Must fill out W-9 Form (The check will be written to the name on the W-9 form.)
- 6) Must have Truck & Trailer.
- 7) Must have Truck & Trailer inspected by Swart's. Schedule this inspection through the Dispatcher.
- 8) Driver of truck must be Forklift Certified. Schedule an appointment for Certification through the Dispatcher.

### DUTIES & RESPONSIBILITIES:

- 1) Fuel, taxes and insurance is the responsibility of sub driver.
- 2) Pick-up and deliver Sod to various job sites.
- 3) Expected to carry out Dispatchers instructions.
- 4) Expected to contact Dispatcher:
  - a) Getting to the field to load sod.
  - b) Leaving the field after loading.
  - c) When arriving at job site.
  - d) When unloaded at job site.
- 5) Expected to carry out Dispatcher instructions. Go to a Sod field only when instructed to do so by Dispatcher. If you go to a different field other than what was instructed, you will only be paid for a half run – not a full load. And never go to a field without checking with the Dispatcher first.
- 6) Expected to load your own Truck in the field.