

## *NEW Non-DOT Indirect Driver Checklist*

Master IC Name: \_\_\_\_\_ Master IC Driver #: \_\_\_\_\_

Indirect Driver Name: \_\_\_\_\_ Indirect Driver #: \_\_\_\_\_

Business Center: \_\_\_\_\_

Date: \_\_\_\_\_  
(mm/dd/yyyy)

To the Business Center Transportation Purchasing Coordinator:

When preparing an Indirect Driver packet to be sent to Corporate Safety and Compliance Team, please make sure you follow the checklist. Any items incomplete or missing will result in a delay of driver approval. **All Driver Packages MUST BE COMPLETED ON THE COMPUTER WITH THE EXCEPTION OF THE SIGNATURE (HAND WRITTEN WILL NOT BE ACCEPTED)**, and uploaded on the dxShare North American Safety and Compliance website.

- A. Photo Meeting SOP Criteria Uploaded for Identification Badge
- B. Indirect Driver Information Sheet
- C. Is this Individual a US Citizen?

YES

NO - Clear Copy of Work Authorization Documents with Expiration Date Required

***NOTE: In the case of Section C above. If the Indirect Driver has recently become a US Citizen and has not received their new Social Security Card a US Passport will suffice as supporting evidence along with the existing Social Security Card in lieu of the Alien Registration Card. They will still need to submit the New Social Security Card upon receipt.***

- D. Social Security Card
- E. Consumer Report Release
- F. Current (w/in 60 days) Motor Vehicle Report meeting Dynamex Contracting Standards
- G. Current (w/in 60 days) Criminal Background Check Report meeting Dynamex Contracting Standards
- H. If they will be doing IKEA work submit the IKEA Background Request and Consent Form as well as Item E.
- I. Confirmation (w/in 60 days) of Negative Drug Test result
- J. Indirect Driver Has:
  - a.) Will be driving Master IC Vehicle and will be covered under Master IC Ins Policy

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- b.) Will be using their own vehicle and provide proof of Insurance by COI or copy of Declarations Page (Policy must have effective date and expiration dates including limits of liability and VIN)
- c.) INSEL
- d.) INSEL CGL/CARGO (If Master IC has INSEL CGL/CARGO then the Indirect Driver **MUST** also enroll)
  
- K. Vehicle Registration (If using own vehicle or INSEL) – Must Match VIN on COI
- L. Current State Driver’s License
- M. Deduction Agreement – Must be Signed by Master IC as well
- N. OAC/Occupational Accident Insurance Enrollment Form – or proof of personal Occupational Accident Insurance coverage N/A
- O. Covered Under Master IC Workman’s Comp N/A



## Disclosure and Release

**Dynamex Operations East, LLC or Dynamex Operations West, LLC** (depending on the entity with whom you are contracting) (hereinafter "Dynamex") may obtain information about you from a consumer reporting agency in connection with its standard due diligence procedures when contracting with contractors performing services for Dynamex. Thus, you may be the subject of a "consumer report" and/or an "investigative consumer report" which may include information about your character, general reputation, personal characteristics, and/or mode of living, and which can involve personal interviews with sources. These reports may be obtained at any time after receipt of this authorization and, if you and Dynamex enter into a contract, throughout the validity of your contract. You have the right, upon written request made within a reasonable time after receipt of this notice, to request disclosure of the nature and scope of any investigative consumer report. Please be advised that the nature and scope of the most common form of investigative consumer report obtained in connection with the contracting process is an investigation into your criminal history, education and/or employment history conducted by Accutrace, Inc. P.O. Box 624, Bryn Mawr, PA 19010 ("Accutrace"). You may obtain a copy of the investigative consumer report by contacting Accutrace at 1-888-54 -TRACE or another outside organization. The scope of this notice and authorization is all-encompassing, however, allowing Dynamex to obtain from any outside organization all manner of consumer reports and investigative consumer reports now and, if you enter into a contract with Dynamex, throughout the course of your Contract, is limited to the extent permitted by law. As a result, you should carefully consider whether to exercise your right to request disclosure of the nature and scope of any investigative consumer report.

<u>New York applicants or employees only:</u> You have the right to inspect and receive a copy of any investigative consumer report requested by Dynamex by contacting the consumer reporting agency identified above directly. <input type="checkbox"/>
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### ACKNOWLEDGMENT AND AUTHORIZATION

I acknowledge receipt of the NOTICE REGARDING BACKGROUND INVESTIGATION and A SUMMARY OF YOUR RIGHTS UNDER THE FAIR CREDIT REPORTING ACT and certify that I have read and understand both of those documents. I hereby authorize the obtaining of "consumer reports" and/or "investigative consumer reports" at any time after receipt of this authorization and, if I enter into a contract with Dynamex, throughout the term of my contract. **I ALSO CONSENT TO MY INFORMATION BEING RELEASED TO CLIENTS OF DYNAMEX THAT REQUIRE ANY CONSUMER REPORT OR INVESTIGATIVE CONSUMER REPORT ABOUT ME, IN ORDER FOR ME TO ACCESS THEIR LOCATION OR CARGO IN THE COURSE OF THE FULFILLMENT OF MY CONTRACT WITH DYNAMEX.** To this end, I hereby authorize, without reservation, any law enforcement agency, administrator, state or federal agency, institution, school or university (public or private), information service bureau, employer, or insurance company to furnish any and all background information requested by Accutrace, Inc. or another outside organization acting on behalf of Dynamex, and/or Dynamex itself. I agree that a facsimile ("fax") or photographic copy of this Authorization shall be as valid as the original.

<u>Minnesota and Oklahoma applicants or employees only:</u> Please check this box if you would like to receive a copy of a consumer report if one is obtained by Dynamex. <input type="checkbox"/>
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<u>California applicants or employees only:</u> By signing below, you also acknowledge receipt of the NOTICE REGARDING BACKGROUND INVESTIGATION PURSUANT TO CALIFORNIA LAW. Please check this box if you would like to receive a copy of an investigative consumer report or consumer credit report if one is obtained by Dynamex at no charge whenever you have a right to receive such a copy under California law. <input type="checkbox"/>
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**<Please Print Clearly>**

Applicant's Name: \_\_\_\_\_  
   First  Middle Initial  Last

Maiden Name: \_\_\_\_\_ Nickname(s) Used: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_ mm/ \_\_\_\_ dd/ \_\_\_\_ yyyy

		-		-					-		-								
<b>Date of Birth (mm/dd/yyyy)</b>					<b>Social Security Number</b>														

<b>Driver's License Number</b>	<b>State</b>

**Current Address** \_\_\_\_\_ **City** \_\_\_\_\_ **ST** \_\_\_\_\_ **Zip** \_\_\_\_\_

**No. of Years at Current Address:** \_\_\_\_\_  
**Previous Addresses within the Past 7 Years (Use back if additional space is needed)**

\_\_\_\_\_  
**Current Address** \_\_\_\_\_ **City** \_\_\_\_\_ **ST** \_\_\_\_\_ **Zip** \_\_\_\_\_



## INSEL and Cargo/CGL Program Application

### I. COVERAGE TYPE: *(Check Desired Coverage)*

a.  INSEL (In-Service Only) Liability Only – Does not include Physical Damage  
***INSEL is only available for vehicles weighing less than 10,000 lbs.***

b.  General Liability & Cargo - ***available for vehicles up to 26,000 lbs.***

Choose Limit:  \$25,000  \$50,000

Do you do installation?  Yes  No

### II. PERSONAL INFORMATION: *(Applicant must complete)*

Print Your Name: \_\_\_\_\_  
Last First MI

Address: \_\_\_\_\_  
Street

City ST County Zip  
Driver's License #: \_\_\_\_\_ DOB: \_\_\_\_\_ State: \_\_\_\_\_

Expiration Date: \_\_\_\_\_ Driver #: \_\_\_\_\_

### III. VEHICLE INFORMATION: *(Applicant must complete)*

List the vehicle(s) to be driven. You may insure more than one vehicle but all vehicles must be scheduled and used in the courier operations (in-service only). Please submit Change Form for each additional vehicle.

Year: \_\_\_\_\_, Make: \_\_\_\_\_, Model: \_\_\_\_\_

VIN: \_\_\_\_\_, GVWR: \_\_\_\_\_

Type:  Automobile  Pickup Truck  Van  Sport Utility  
 Other (Specify) \_\_\_\_\_

Commodity being delivered: \_\_\_\_\_

***Applicants must sign below to acknowledge application of coverage:***

**I understand & agree the insurance policies requested apply only while on-dispatch only. They do not include coverage for uninsured/underinsured drivers, personal injury protection, physical damage, property, or other coverage's.**

Signature of Applicant: \_\_\_\_\_ Date: \_\_\_\_\_

### IV. PURCHASED TRANSPORTATION COORDINATOR: *Check the boxes below indicating which documents are included.*

Coverage does not apply until AJG receives all appropriate documents & your office has confirmation of acceptance.

This Completed Application, signed by applicant  
(If Master IC or Drive Vendor, must have application for each covered driver.)

Copy of Vehicle Registration/BOS  Current Motor Vehicle Report (MVR)

Business Center #: \_\_\_\_\_



**INDEPENDENT CONTRACTOR DEDUCTION AGREEMENT**

IC NAME: \_\_\_\_\_

DECS CODE	NAME	GL Code	Deduction Amount	DECS CODE	NAME	GL Code	Deduction Amount
AFR	AD FEE REV	401600		LWH	LEASE WITHHELD	506216	
INSEL	AUTO INSURANCE	512800		MDU	MOBL DATA	514900	
BKG	BACKGROUND	511600		MIK	MIK (Canada Only)	514900	
BIR	BSH IN RNT	513900		MIL	NY VEH MILEAGE	531900	
BLD	BSH DN PMT	513900		MVR	MVR (MOTOR VEHICLE REPORT)	513900	
BLL	BUSH LSE PMT	513900		OAC	OC ACC INS	506217	
BLM	BUSH LSE MAI	513900		OAF	OC ACC FEE	506217	
CAS	CASH CALL	111200		OVR	Overcharge	514900	
CEL	CELL PHONE	514900		PARK	PARKING RENT	611450	
CF1	CHDSUP 1	222000		PGR	PAGER ONLY (Canada Only)	514900	
CF2	CHDSUP 2	222000		PHY	DOT PHYS	601570	
CIC	CARGO CLAIM	512110		PL2	PR LN/ADV2	121300	
CIN	CARGO CLAIMS COST RECOVERY	512113		PL3	PR LN/ADV3	121300	
CLO	CELL OVERG	514900		PL4	PR LN/ADV4	121300	
CSP	CHILD SUP %	222000		PLA	PR LN/ADV	121300	
CSU	CHILD SUPP	222000		RAD	RADIO	514900	
DEC	DECALS	513900		RNT	RENTAL FEE	513900	
DIS	DISABILITY	506200		SAT	Satelite (Canada Only)	514900	
DPF	DRVPRO FEE	513100		SCA	SCANNER	514900	
DRG	DRG SCREEN	601570		SLC	LOST SCANNER	514900	
DVR	DAILY REV	401300		SUP	SUPPLIES	512200	
FUX	Fuel Card (Canada Only)	513550		TEC	TECHNOLOGY CHARGE	514900	
GAP	GARN PCT	222000		TKTS	TICKETS	512500	
GAR	GARN FLAT	222000		TOL	TOLLS	515200	
GAS	GAS CARD	513550		ORT	ORIENTATION	503100	
GF1	GARN FLAT1	222000		UNI	UNIFORMS	515900	
GR2	GARN FLAT2	222000		UNL	UNLOAD HLP	512400	
GF3	GARN FLAT3	222000		VLL	VEH INS (Canada Only)	512800	
HLP	HELPER	503100		VLS	VEH LEASE	513900	
LCE	LOST CELL	514900		VMA	VEH MAINT	513900	
LFR	LS FIN REV	401500		VMI	VEH MILEGE	513900	
LMD	LS FIN REV	514900		VRE	VEH REPAIR	513900	
LRA	LOST RADIO	514900		CGL	COMM GENERAL LIAB INS/CARGO	512800	

**NOTE:** Neither Dynamex nor its subsidiaries pays for benefits for Independent Contractors. Items listed hereon may include insurances and other programs, the full cost of which are borne by the Independent Contractor and paid for through authorized deductions

I authorize the company indicated above to deduct the dollar amounts for the items noted above to be withheld from all contractor settlement payments made to me. I also understand that if I have an Indirect Driver (sub contractor) operating for me, their deductions will be withheld from my settlements as well. I understand that all items purchased are nonreturnable.

Contractor Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Dynamex Rep Printed Name: \_\_\_\_\_

Dynamex Signature: \_\_\_\_\_ Date: \_\_\_\_\_



ZURICH®

# Enrollment and Beneficiary Designation Form

Occupational Accident Insurance

Zurich American Insurance Company

1400 American Lane  
Schaumburg, Illinois 60196

Class I (Full Time)  Class II (Part Time)

<b>MOTOR CARRIER INFORMATION</b> (Please print)	
Name of Motor Carrier: <b>DYNAMEX, INC</b>	Contact Name:
Address: 5429 LBJ FREEWAY	Telephone:
City: DALLAS State: TX Zip: 75240	Email Address:
Effective Date of Your Contract:	

<b>INDIVIDUAL DRIVER INFORMATION</b> (Please print)	
Name:	FEIN / SS Number: <input type="checkbox"/> None
Address:	DL Number:
City: State: Zip:	Number of Years Experience:
Date of Birth: <input type="checkbox"/> Male <input type="checkbox"/> Female	Height: Weight:
Home Phone: Cell Phone:	Email Address:
Beneficiary:	
Relationship to Beneficiary:	

<b>GENERAL INFORMATION</b>
<b>YOU ARE NOT ELIGIBLE FOR COVERAGE IF YOU ARE AN EMPLOYEE DRIVER</b>
1. Do you own and operate your own vehicle? <input type="checkbox"/> Yes <input type="checkbox"/> No
2. Do you operate a vehicle under a lease to purchase plan? <input type="checkbox"/> Yes <input type="checkbox"/> No
3. Do you operate a vehicle as a 1099 contract driver, but do not own or lease the vehicle? <input type="checkbox"/> Yes <input type="checkbox"/> No If Yes, for whom?
4. Do you operate a vehicle as part of a team or as a co-driver? <input type="checkbox"/> Yes <input type="checkbox"/> No If Yes, with whom?
5. Equipment type: <input type="checkbox"/> Box Truck <input type="checkbox"/> Tractor-Trailer <input type="checkbox"/> Van <input type="checkbox"/> Pickup <input type="checkbox"/> Car <input type="checkbox"/> Sprinter <input type="checkbox"/> Other, please specify:
6. Have you filed a workers' compensation or occupational accident claim in the past 3 years? <input type="checkbox"/> Yes <input type="checkbox"/> No If Yes, please explain:
7. Are you covered under any other medical and/or disability insurance plan? <input type="checkbox"/> Yes <input type="checkbox"/> No If Yes, name of insurance carrier:
8. Are you a full or part time driver? <input type="checkbox"/> Full <input type="checkbox"/> Part

**INSURANCE FRAUD WARNING**

**Any person who with intent to defraud or knowing that he/she is facilitating a fraud against an insurer, submits an application or files a claim containing a false or deceptive statement, or conceals information for the purpose of misleading, is guilty of insurance fraud and is subject to criminal and/or civil penalties.**

I understand and hereby acknowledge the following:

1. The Occupational Accident coverage provided is not a contract for Statutory Workers' Compensation Insurance and neither I nor the Motor Carrier above can become participants in the Workers' Compensation system by purchasing this insurance;
2. I certify that I am actively at work at least 10 hours per week for the Motor Carrier above and meet the eligibility requirements under the Policy. I understand that if I am not eligible, no benefits will be paid and this coverage will be cancelled and premiums returned;
3. I certify that I am an independent contractor and receive a 1099 tax form. I further certify that I am not an employee and do not receive a W-2 tax form. I understand coverage will be terminated and no benefits paid if I am an employee;
4. I authorize any licensed physician, medical practitioner, hospital, clinic or other medical or medically related facility, insurance company or any other organization, institution or person that has any records, including any medical records to furnish such information or copies of records to Zurich American Insurance Company, the Motor Carrier or the Motor Carrier's designee. A photographic copy of this authorization shall be as valid as the original;
5. I certify to the best of my knowledge and belief that all information on this form is complete and truthful; and
6. I authorize the above named Motor Carrier with whom I have a contract, to take monthly deductions, equal to my premiums, from my settlement account on my behalf, and to remit these funds to Zurich American Insurance Company or its appointed agent. I understand that the cost of the insurance is my sole obligation and responsibility regardless of the above arrangement.

Driver's Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Motor Carrier Representative: Dynamex, Inc. \_\_\_\_\_

Phone/Fax Number: \_\_\_\_\_



## DYNAMEX – SCHEDULE OF BENEFITS – CLASS I (Full Time)

	Benefit	Occupational Injuries	Non-Occupational Injuries
<input checked="" type="checkbox"/>	<b>Accidental Death Benefit:</b>		
	Principal Sum*	\$50,000	\$10,000
	Commencement Period	365 days	365 days
<input checked="" type="checkbox"/>	<b>Survivor's Benefit:</b>		
	Principal Sum*	\$200,000	N/A
	Monthly Benefit Percentage of Principle Sum	1%	N/A
	Monthly Benefit Amount	\$2,000	N/A
<input checked="" type="checkbox"/>	<b>Accidental Dismemberment Benefit:</b>		
	Principal Sum*	\$250,000	\$10,000
	Commencement Period	365 days	365 days
<input checked="" type="checkbox"/>	<b>Accidental Paralysis Benefit:</b>		
	Principal Sum*	\$250,000	\$10,000
	Commencement Period	365 days	365 days
<input checked="" type="checkbox"/>	<b>Accident Medical Expense Benefit:</b>		
	Commencement Period	90 days	90 days
	Deductible Amount	\$0	\$0
	Maximum Benefit Amount	\$1,000,000	\$7,500
	Maximum Benefit Period	104 weeks	52 weeks
	Dental Benefit Maximum	\$1,000	\$1,000
	Lifetime Maximum Benefit Amount	\$1,000,000	\$15,000
<input checked="" type="checkbox"/>	<b>Temporary Total Disability Benefit:</b>		
	Commencement Period	90 days	90 days
	Waiting Period	7 days	14 days
	Benefit Percentage	70%	70%
	Minimum Weekly Benefit Amount	\$200	\$200
	Maximum Weekly Benefit Amount	\$600	\$600
	Maximum Benefit Period**	104 weeks	13 weeks
	Benefit	Occupational Injuries	Non-Occupational Injuries
<input checked="" type="checkbox"/>	<b>Continuous Total Disability Benefit: ***</b>		
	Waiting Period	equals Maximum Benefit Period for Temporary Total Disability	N/A
	Benefit Percentage	70%	N/A
	Minimum Weekly Benefit Amount	\$50	N/A
	Maximum Weekly Benefit Amount	\$600	N/A
	Maximum Benefit Amount	\$200,000	N/A
	Maximum Benefit Period	Up to age 70, but not beyond full Social Security retirement age	N/A
<input checked="" type="checkbox"/>	<b>Limits of Liability:</b>		
	Combined Single Limit of Liability	\$1,000,000	\$10,000
	Aggregate Limit of Liability	\$2,000,000	\$20,000
	Sub Limits of Liability:		
	Combined Single Limit of Liability for:		
	Pre-Existing Conditions	\$10,000	N/A
	Occupational Disease	\$50,000	N/A
	Occupational Cumulative Trauma	\$50,000	N/A

\* Starting at age 70, the Principal Sum shall be based on the following schedule:

Age at Date of Loss	Percent of Principal Sum
70	80%
71	60%
72	40%
73	20%
74	15%
75 and over	10%



\*\* If an Insured Person suffers an Injury at or after age 70, the Maximum Benefit Period shall be one (1) year.

\*\*\* If an Insured Person sustains an Injury within six months or less of attaining his or her full Social Security retirement age, as defined by the United States Social Security Administration, the Insured Person does not qualify for the Continuous Total Disability Benefit.

## DYNAMEX – SCHEDULE OF BENEFITS – CLASS II (Part Time)

	Benefit	Occupational Injuries	Non-Occupational Injuries
<input checked="" type="checkbox"/>	<b>Accidental Death Benefit:</b>		
	Principal Sum*	\$25,000	\$10,000
	Commencement Period	365 days	365 days
<input checked="" type="checkbox"/>	<b>Survivor's Benefit:</b>		
	Principal Sum*	\$125,000	N/A
	Monthly Benefit Percentage of Principle Sum	1%	N/A
	Monthly Benefit Amount	\$1,250	N/A
<input checked="" type="checkbox"/>	<b>Accidental Dismemberment Benefit:</b>		
	Principal Sum*	\$150,000	\$10,000
	Commencement Period	365 days	365 days
<input checked="" type="checkbox"/>	<b>Accidental Paralysis Benefit:</b>		
	Principal Sum*	\$150,000	\$10,000
	Commencement Period	365 days	365 days
<input checked="" type="checkbox"/>	<b>Accident Medical Expense Benefit:</b>		
	Commencement Period	90 days	90 days
	Deductible Amount	\$0	\$0
	Maximum Benefit Amount	\$1,000,000	\$7,500
	Maximum Benefit Period	104 weeks	52 weeks
	Dental Benefit Maximum	\$1,000	\$1,000
	Lifetime Maximum Benefit Amount	\$1,000,000	\$15,000
<input checked="" type="checkbox"/>	<b>Temporary Total Disability Benefit:</b>		
	Commencement Period	90 days	90 days
	Waiting Period	7 days	14 days
	Benefit Percentage	70%	70%
	Minimum Weekly Benefit Amount	\$125	\$125
	Maximum Weekly Benefit Amount	\$400	\$400
	Maximum Benefit Period**	104 weeks	13 weeks
	Benefit	Occupational Injuries	Non-Occupational Injuries
<input checked="" type="checkbox"/>	<b>Continuous Total Disability Benefit: ***</b>		
	Waiting Period	equals Maximum Benefit Period for Temporary Total Disability	N/A
	Benefit Percentage	70%	N/A
	Minimum Weekly Benefit Amount	\$50	N/A
	Maximum Weekly Benefit Amount	\$400	N/A
	Maximum Benefit Amount	\$200,000	N/A
	Maximum Benefit Period	Up to age 70, but not beyond full Social Security retirement age	N/A
<input checked="" type="checkbox"/>	<b>Limits of Liability:</b>		
	Combined Single Limit of Liability	\$1,000,000	\$10,000
	Aggregate Limit of Liability	\$2,000,000	\$20,000
	Sub Limits of Liability:		
	Combined Single Limit of Liability for:		
	Pre-Existing Conditions	\$10,000	N/A
	Occupational Disease	\$50,000	N/A
	Occupational Cumulative Trauma	\$50,000	N/A

\* Starting at age 70, the Principal Sum shall be based on the following schedule:

Age at Date of Loss	Percent of Principal Sum
70	80%
71	60%
72	40%
73	20%
74	15%
75 and over	10%



\*\* If an Insured Person suffers an Injury at or after age 70, the Maximum Benefit Period shall be one (1) year.

\*\*\* If an Insured Person sustains an Injury within six months or less of attaining his or her full Social Security retirement age, as defined by the United States Social Security Administration, the Insured Person does not qualify for the Continuous Total Disability Benefit.