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INDEPENDENT CONTRACTORS – WHAT YOU NEED TO KNOW

With current regulations, the proof of eligibility of a commercial driver requires an ever increasing amount of documentation.

1. Lease: Flat mileage rate of \$1.75 per all dispatched miles for solo and \$2.00 per all dispatched miles for teams (no fuel surcharge) \$1.00 per mile deadhead miles home **with** prior approval.
2. RSVP furnishes a 24/7 dispatch including holidays
3. RSVP will furnish the trailer and trailer maintenance
4. RSVP will provide insurance: cargo, liability, and auto
5. RSVP does not provide IFTA (International Fuel Tax Agreement)
But will require you to send your quarterly tax returns and renewal certificates
6. RSVP does not furnish fuel cards
7. RSVP does not write com-checks
8. RSVP requires a DAC (MVF) report (authorization attached)
(RSVP cannot retain a driver whom the insurance carrier refuses coverage)
9. RSVP requires a criminal background check (authorization attached)
10. Sign release for previous employment verification and substance abuse and alcohol testing (application attached)
11. Signed release authorization for federal motor carrier safety administration (Pre-Employment Screening Program(PSP))
12. RSVP requires a negative result on Pre-Employment drug screen.
13. Pay Schedule:
 - a. There is a one week hold back for all drivers.
 - b. Pay period is Wednesday (00:00) to Tuesday (23:59)

- c. Payday is on Friday, you must have paperwork (original documents (BOL/POD)) turned in by Tuesday @ 12:00(noon) from previous weeks work.
- 14. Maintenance reports are required monthly (forms Provided)
- 15. Eligible to attain authority to drive in Canada? One of the following will be required Passport, Passport Card, Fast Card, and Enhanced Driver's License. If you have a FAST card RSVP will obtain a Transponder for the tractor (RSVP agrees to pay the application fee and file the application.)
- 16. All Independent contractors signing a lease agreement with RSVP international will have to do so as a **Limited Liability Company**, and furnish RSVP a copy of the **Limited Liability Company (LLC) Annual Statement** with identification number.
- 17. At any point in the process, if it is determined that any information has been falsified the application is terminated.
If any of the above listed items are unacceptable to you – stop your application process now!

Independent contractors need to supply RSVP with the following:

1. Completed application - (all items) Note DOT requires a 10 year employment history (not all of which is required as a holder of a Commercial Driver's License.
2. Completed lease agreement. (when applicable)
3. W-9 request for taxpayer identification number and certification.
4. Copy of commercial driver's license.
5. Copy of registration (CAB Card)
6. Copy of IFTA
7. Copy of Social Security card
8. Copy of Medical Card
9. Truck Insurance copy (bobtail insurance)
10. Current annual truck inspection form
11. Proof of eligibility to drive in Canada (if applicable)
12. Signed Company Rules
13. Copy of your Limited Liability Company Annual Statement.
14. Signed release for Pre-employment screening program (PSP).
15. Signed release of Driving Records. Including Certification of Violations page.
16. Signed Workers Compensation form.
17. Signed Fair Credit Reporting Act
18. Pre-Employment drug screen. (RSVP will provide name and location of the clinic; services will be at no cost to applicant.)
19. 8 days of logs and sign up for Keep Truckin app and add RSVP International DOT# 1685401.