



December 2023 Memo

ATTN: Drivers & O/O

Moving forward with **ALL** Georgia Pacific Shipments, send Dillon a text when you arrive for delivery. If you are tarped, send Dillon a picture of the truck on location and tarped. When you are told to untarp the load, Get a name and time from the receiver on the paperwork saying “and have the receiver sign it. If the receiver will not do this, call Dillon. If the weather is bad or rain is coming in, alert Dillon before untarping the load. Do not remove the plastic from the shipments. The receiver will be responsible for this moving forward. If you need clarification on this, ask Dillon or Josh. If you fail to follow these directions and a claim is made by GP, the cost of the damage could be your responsibility. These rules are to protect you and the company. They are not made to complicate or delay you.

November maintenance Reports are due Friday.

We will be closed Dec 22nd thru DEC 26th as of now. If that changes, we will let you know. If you want to work the week between Dec 26th and the New Year, let Dillon know by Friday. THIS WEEK IS OPTIONAL.

We will close for the New Year and return on Jan 2nd.

Please be safe as the weather changes. Allow for more time to get from A to B and PAY ATTENTION TO THE WEATHER.

Sincerely,

Benny Edwards