

# City Pickup Manifest

B-05

These manifests are to be filled out completely by City Pickup Driver. The information that the driver writes in is mandatory. This information is necessary for clerk to enter accurately into computer or cross reference the data auto populated from the Cheetah application.

## **Information to be entered is as follows:**

### **Top portion:**

- Driver name
- Trailer number and SCAC
- Date
- Tractor number
- Return Door number
- Departure time and odometer reading
- Return time and odometer reading

### **Pick up information portion:**

- Pro number
- Shipper name
- Handling Units
- Pieces
- Time In
- Time Out
- Any exceptions

Driver Training Module