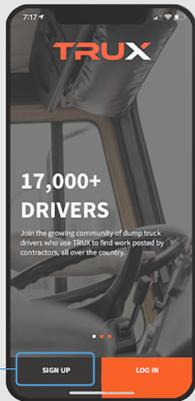


GETTING STARTED ON TRUX DRIVE

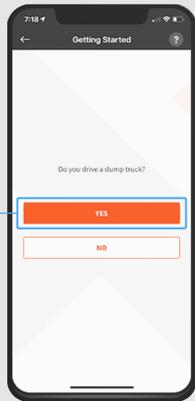
TRUX is a dump truck management platform that allows dispatchers to dispatch jobs and fleet owners to assign them to their drivers or sub-haulers. Owners can view and manage schedules, view job details, upload scale tickets, and track earnings. This document is to assist Fleet Owners in the sign-up process.

1 DOWNLOAD AND SIGN UP

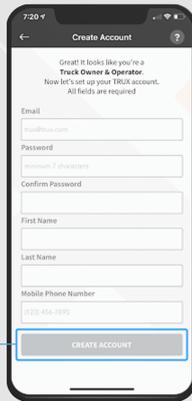
Download TRUX Drive from the Apple App Store or Google Play Store.



1. Tap sign up



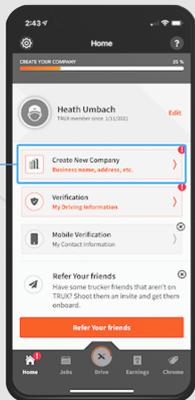
2. Follow the prompts to set up your account



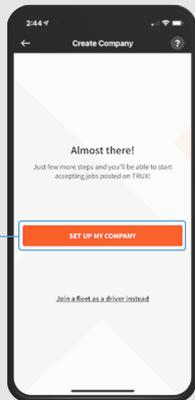
3. Enter your email, create a password, and enter your mobile phone number



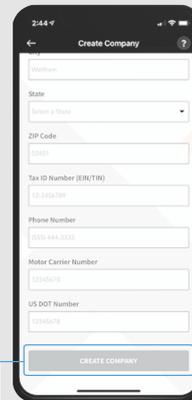
4. ACCEPT the Terms and Conditions



5. Tap Create New Company



6. Tap SET UP MY COMPANY



7. Tap CREATE COMPANY

REMINDER: Submit a W9, voided check, and insurance coverage information

Have your insurance agent add "Trux Inc, and any party required by written contract to be added as additional insured."

Send update to: insurance@truxnow.com

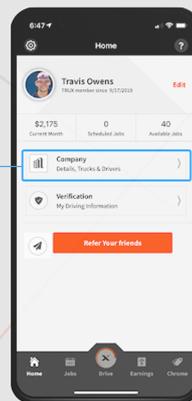
Send a copy of a voided check and W9 to support@truxnow.com

Trux, Inc
PO BOX 540230
Waltham, MA 02454

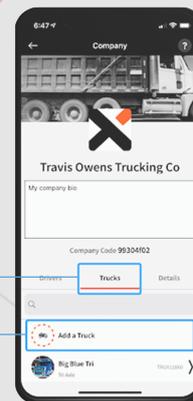
Contact **TRUX Support** with questions.
Call : (800) 485 - 1304 (PRESS 1)
Monday to Friday 6AM - 8PM EST

Find more how-to documents and videos at: <https://help.truxnow.com/hc/en-us>

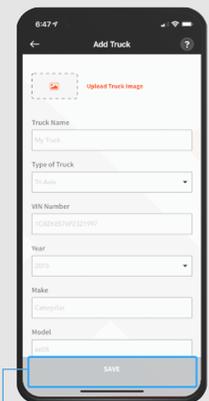
2 ADD YOUR TRUCKS



1. Tap Company

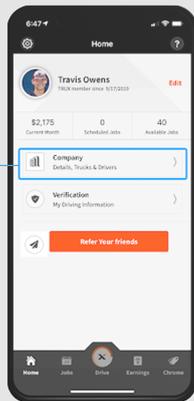


2. Tap Trucks and tap Add a Truck

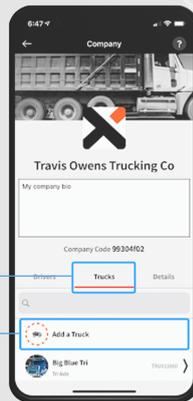


3. Tap CREATE COMPANY

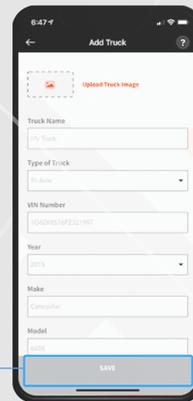
3 ADD YOUR DRIVERS



1. Tap Company

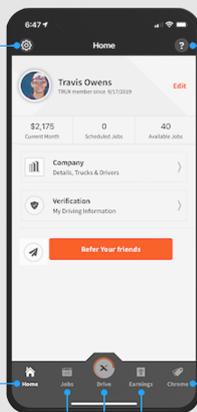


2. Tap Drivers and tap Add a Driver



3. Tap Text to send a text message with a link to download Drive

4 KEY MENU ICONS



1. **Settings:** notifications, edit profile, change photo settings, logout

7. **Help:** call Support, view FAQs, user guides, and how-to videos

2. **Home:** add and edit Trucks, invite Drivers

6. **Chrome:** view partnership offers

3. **Jobs:** view scheduled and claim/accept available jobs

4. **Drive:** punch-in, punch-out, and complete loads/upload scale tickets

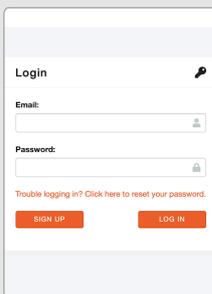
5. **Earnings:** view estimated earnings by week, by job, and by driver

6 ACCESS TRUX ON THE WEB

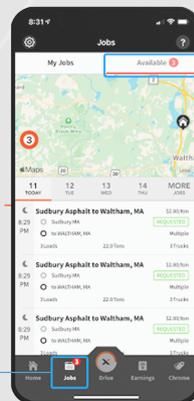
You can also access **TRUX** on your laptop/desktop computer at app.truxnow.com.

Just log in using the same username and password you use for TRUX Drive. With TRUX on the web, you can perform the same actions you do with Drive, plus:

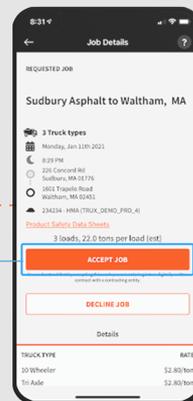
- Manage your drivers, trucks, and dispatching on a larger screen
- Track your drivers in real-time and on completed jobs
- Message your Scheduled and Punched-In drivers
- Reassign drivers and/or trucks
- Download scale tickets, export shift details, and export earnings
- “Delegate” dispatching and administrative/billing activities to the office while you are hauling



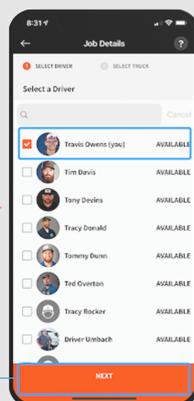
5 ACCEPTING AND ASSIGNING JOBS



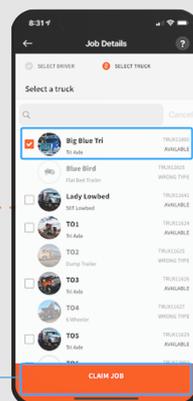
1. Tap the Jobs menu and Available tab



2. Review the job details and tap ACCEPT JOB



3. Select a driver and tap NEXT



4. Select a truck and tap CLAIM JOB