

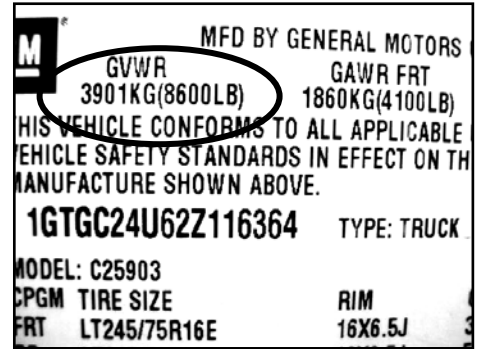
Towing Guidelines

When qualifying a trailer rental always begin by asking yourself two things:

1. What are you hauling?
2. Where are you going?

Then, you can verify if you can haul the load with the following guidelines:

1. The GVWR (Gross Vehicle Weight Rating) must exceed the actual weight of the trailer plus the load (GVW). GVWR for a vehicle can be found on the inside door jamb on the driver's side as shown here: (Please note that the pounds are shown in parenthesis)
2. Any trailer rentals that have a potential GVW in excess of 4,000lbs are required to have a receiver type versus a bumper mounted trailer ball hitch rated for the load being hauled.
 - a. Always inspect hitch/bumper and ball for correct capacity and integrity – bolts and nuts should be secure.
3. The following can be hauled on a full size ½ ton (Full size means...GVWR of 6,400lbs +) w/ receiver hitch. However, remember overriding policy – GVWR of towing vehicle must exceed weight of trailer plus load!
 - i. Dump trailers with up to a max of 6000lbs.
 - ii. Tandem axle trailers – verify weight of load for GVWR compliance!
 - iii. Car Dollies – verify weight of vehicle being towed for GVWR compliance!
4. A Pintel hitch, electric brake, and actuator must be used anytime the GVWR rating of the trailer is 4000lbs or greater.
5. Lights must be hooked up. Always check that the lights on the vehicle are working *prior* to beginning the hook-up process.
 - a. You cannot operate without brake lights operating. No exceptions.
 - b. You can operate without turn signals but must know how to use hand signals.
 - c. You can operate without tail lights but you *must* not drive at night.
6. If you are required to disconnect the trailer during the rental you will need to understand how to reconnect it:
 - a. The trailer/load can only be hooked up to the vehicle that has been approved.
 - b. Unload the trailer prior to loosening the hitch coupler.
 - c. Block the tires – even if on flat ground.
 - d. Full understanding of how to re-attach the trailer – the hitch coupler, safety chains and lights.
7. Review the “Safety Rules” on the Trailer Supplemental Form before leaving.
8. No forklifts, or anything that weighs in excess of 6,500lbs, are to be towed by pick-ups unless specific exceptions are noted. Use Big Rig or rollback only.
9. In all cases use good judgment.



10. Weights of common materials per cubic yard

Dirt	3,100 lbs
Drain Rock	2,900 lbs
Sand	3,000 lbs
Concrete (wet)	4,000 lbs
Sod – one roll (about 50 rolls per pallet)	40 lbs each roll



Trailer Supplemental Form

Trailer #: _____ - _____ Hitch #: _____ - _____ Towing Vehicle License #: _____ State: _____

Item(s) to be transported in Trailer: _____

From: _____ To: _____

PRE-HOOKUP – TOWING VEHICLE CHECKOUT (Employee to Initial):

Running Lights: _____ Turn Signals: _____ Brake Lights: _____ Hitch Tight: _____ Ball Size: _____ Capacity: _____

Binder Type: _____ Hitch Type: _____

DO NOT BACK TRAILERS WITH BRAKE SYSTEM – DAMAGE MAY OCCUR

Photo's need to be taken of equipment prior to release

- Trailer Trailer Deck Hitch All Tires Binders Chains

DO NOT DISCONNECT THIS TRAILER BEFORE RETURNING TO RENTAL CENTER

SAFETY RULES

- 1. Place 60% of the load's weight in the front half of the trailer.
2. All trailers are for use within a 75 mile radius only.
3. Maximum load weight 1,200 pounds for single axle trailers and 2,000 pounds for tandem axle trailers without brakes.
4. UTILITY TRAILERS ARE NOT INTENDED FOR HAULING DIRT, ROCKS, SOD BRICKS, GRAVEL, LUMBER, FIREWOOD, BROKEN CONCRETE OR SCRAP IRON
5. Load must not extend more than 3 feet from the rear of the trailer.
6. Check the hitch installation frequently and especially after loading and unloading the trailer.
7. Never over tighten the ball coupler (it must be able to swivel)
8. Load must be covered if there is a possibility of any debris exiting the trailer.
9. Trailer brakes, tail lights and turn signals are required to be connected and operational at all times.
10. Mirrors are required on both sides of the tow vehicle if vision to the rear is obstructed by the trailer or its load.
11. When loading or unloading the trailer, block the tires.
12. Obey all traffic laws, secure all loads, allow extra distance for stopping and allow extra travel time.

CUSTOMER IS RESPONSIBLE FOR ALL TIRE DAMAGE, REGARDLESS OF CAUSE

LIABILITY INSURANCE Customer shall maintain liability insurance covering the operation and use of the equipment by Customer, with limits for bodily injury and property damage at least as high as those required by the Financial Responsibility Laws of the state in which the equipment is operated and used by Customer.

Customer Responsibility Customer shall be responsible for having the correct class license in order to haul the correct weights. Customer agrees to fully and promptly pay all fines, penalties, parking tickets, traffic tickets, tolls, court costs, attorneys' fees and other charges assessed during the term in connection with the use, parking, storage, and/or possession of the Equipment, regardless of the identity of the driver of any vehicle Customer rents from Dealer.

NOTE: THE OPERATOR MUST BE 18 YEARS OF AGE OR OLDER WITH A VALID DRIVER'S LICENSE.

I AGREE TO ACCEPT ALL CONDITIONS INCLUDED HEREIN.

CUSTOMER SIGNATURE: _____ EMPLOYEE: _____

CONTRACT NUMBER: _____ DATE: _____