



## SAFETY INSTRUCTIONS FOR DELIVERY DRIVERS

Driving a large truck on a busy street is stressful enough without having to worry about finding a suitable parking spot—a legal one that is (sorry, no double parking). When delivering to locations without loading docks or delivery areas, remember the following recommendations to get your job done safely and legally.

### BEFORE ARRIVING AT THE DELIVERY SITE

- Become familiar with the neighborhood and find more truck-friendly alternative routes such as back alleys and side streets to avoid large amounts of traffic. Avoid one-way streets and areas that have restricted parking regulations.
- Call the delivery site before arriving to let them know when to expect you. They may be able to give you some pointers regarding when traffic is lighter or parking is more available.
- Leave early when traffic is especially heavy.
- Prepare necessary paperwork ahead of time so that you just need a signature.
- Load the last delivery in your truck first and then pack the rest accordingly so that the materials for your first stop are the most accessible.
- Put heavier items on the bottom and then stack lighter items on top of them.

### ONCE AT THE DELIVERY SITE

- Do not block traffic with your vehicle, including pedestrians and bus stops.
- When parking, look out for parking time limits and vehicle restrictions.
- Leave enough room for vehicles around you to get out of their spots safely.
- Avoid having to back up into your spot whenever possible.
- After you find a spot, turn on your hazard flashing lights and look outside before opening your door. Watch out for oncoming traffic.
- Before unloading heavy items, make sure that the contact person at the delivery site is available and ready for the delivery.

### AFTER MAKING THE DELIVERY

- Secure the remaining items in your truck before proceeding.
- Ask someone to direct you out of your parking spot if you anticipate having difficulty getting out.
- When pulling out, turn on your hazard flashing lights and signal to oncoming traffic. (NOTE: Moving traffic and pedestrians *always* have the right of way).