

To All,

Pickup Yard hours are 24/7 Any questions, please contact Proficient dispatch at Call 904-638-6368

Pickup and Gate Location:

650 Hammond Way Milpitas, CA 95035

Contacts:

Michael Amezquita, Ramp Manager,
(707) 384-9008
autorampmilpitas@up.com

Julie Marth, Repair Manager
(314) 225-4316 (Office)

Julie.marth@khsglobal.com

Driver to present ID to security

Driver will need to leave a yard exit copy at guard shack upon yard exit.

Rivian Yard Operations:

Carrier must follow yard regulations when entering and exiting Rivian compound and yards, including but not

limited to:

- o Safety vest must be worn at all times
- o Rivian vehicles must not be used as shuttles
- o 15mph max speed (Driver's truck / Rivian vehicle)
- o Hazards flashing while moving within the yard (Driver's truck / Rivian vehicle)
- o Complete stops were marked accordingly
- o Only loading in designated areas
- o Oil or fluid leakages on Rivian operated yards caused by drivers employed by Carrier or sub-contractors engaged by Carrier shall be reported immediately to Rivian yard personnel. Oil and fluid clean up, or any additional cleaning and/or repair services needed due to issue caused by Carrier or sub-contractor driver will be charged to Carrier per occurrence.

Damage Procedure and Lost Units:

Driver will need to leave a yard exit copy at guard shack upon yard exit.

All Damages must be signed off.

Lost units, contact the yard staff. If unable to locate Dispatch will try to find replacement.

Do an inspection and obtain signature as needed on your vehicles before moving from the bay. Please make sure all damage info is put into the Magnus App with Pictures and a signature is obtained before leaving the facility if it meets the requirements above for a signature.

Note damages on gate pass or manifest at time of Pickup. Always use Numerical AGIG M-22 codes. The Ramp will not acknowledge damages unless damage codes are used.

FOLLOW THE GUIDELINES BELOW.

-Verify the unit in bay is the unit on your load – double check vin numbers before touching the car.

-If a unit has damage that needs to be verified and no one is there to verify the damage DO NOT TAKE THE UNIT. Have it dropped from your load.

-The inspector will need to sign the paper gate pass. Once you are loaded, before you turn in your gate pass, SEND A PICTURE OF THE GATE PASS WITH VERIFYING SIGNATURE to claims@proautotran.com If you don't send it to us we have nothing to fight the claim with as the inspectors in the yard won't sign the Magnus app.

-The security guard is NOT an inspector.

-Use the Magnus system.

-Take pictures of all damages.

ALWAYS DOUBLE CHECK/MAKE SURE THE INSPECTOR IS USING THE CORRECT CODES AND IS CODING ALL THE DAMAGE NECESSARY. The responsibility is ultimately on you the driver.

Magnus App must be used for the movement of these units

Location Services must be turned on when using the Magnus App when doing these moves

Driver must mark pickup in Magnus App after driver has loaded and is still on lot at pickup

Driver must mark delivery in the Magnus App after driver has delivered and is still on lot at delivery

Any vehicle missing or that need to be swapped out due to damage, driver needs to contact Proficient Broker Dispatch at Call 904-638-6368.



RIVIAN Transport Guidelines

Outbound Logistics Department

Normal, IL, Auto Mfg. Facility

100 N. Rivian Motorway; Normal, IL, USA 61761

(Working hours: Mon-Sat, 7am-4pm CST)

Truckaway

<p>Apparel:</p>	<ul style="list-style-type: none"> Cover/remove any exposed metals: buttons, rings, watches, zippers, etc. Gloves should be placed in lap or on the floor. Do not wear in the vehicle. 								
<p>Equipment:</p>	<ul style="list-style-type: none"> Proper high-visibility PPE should be worn at all times. Open All equipment must be clean and in good working condition, with no leaks or hazards. Load shoes are strictly prohibited. 								
<p>Pre-Load Inspection:</p>	<ul style="list-style-type: none"> Chain tie-downs are strictly prohibited. VIN match the vehicle to load sheet. Rivian vehicles will not have monrone labels. Thoroughly inspect vehicle and note any damages found. Any loose wrap guard can be removed at driver's discretion should debris pose risk for abrasive damage. 								
<p>Loading/Securement:</p>	<ul style="list-style-type: none"> Once vehicle is ready to be moved, check for any damages. Load all vehicles with closed tonneau covers facing forward. Secure vehicles to transport with four straps - one over each tire. Straps must be parallel with tire. No lasso straps are permitted. Keys are never to be placed in or around the center console wireless charger. Vehicle must be placed into park. Emergency brakes are automatically set. Once Loaded, the seatbelt must be left unbuckled during the duration of truck transport. All vehicles are to be locked by using the key FOB during truck transport. Side mirrors will automatically fold in when vehicle is 								
<p>R1T Dimensions:</p>	 <table border="1" data-bbox="516 1717 818 1892"> <tr> <td>Max height (with antenna)</td> <td>76.2</td> </tr> <tr> <td>Length</td> <td>217.1 in</td> </tr> <tr> <td>Wheelbase</td> <td>135.8 in</td> </tr> <tr> <td>Width (side mirrors folded)</td> <td>81.8 in</td> </tr> </table> 	Max height (with antenna)	76.2	Length	217.1 in	Wheelbase	135.8 in	Width (side mirrors folded)	81.8 in
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**Flatbed
Carriers:**

- Strap tie only
- All four tires secured in front and behind.
- Basket/bikini strap only; unless trailer has E-Tracks on trailer.
- Ensure straps are not frayed or twisted
- Straps should not come into contact with any part of the vehicle except the tire



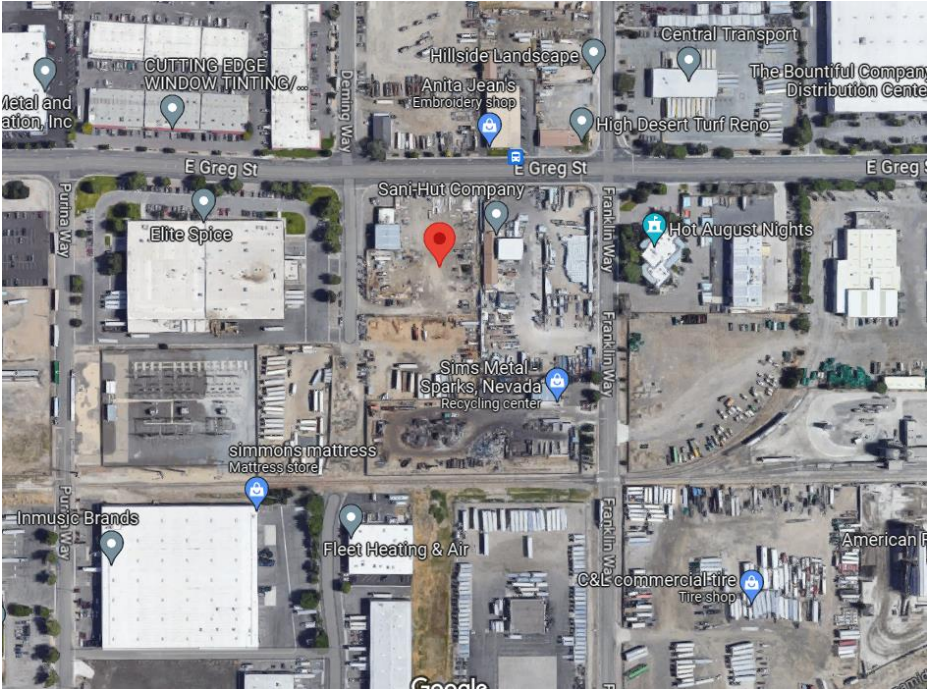
**Multi-Level
Carriers:**

- Strap tie only
- All four tires secured in front and behind.
- Units with a tonneau cover must be loaded forward to prevent wind damage.
- Use caution when entering/exiting the vehicle to avoid damage to the sill.
- Once vehicle is loaded, it must be locked and all keys must be removed and placed in a secure area within the driver's cab.

Outbound Logistics Department

Normal, IL, Auto Mfg. Facility
 100 N. Rivian Motorway; Normal, IL, USA 61761
 (Working hours: Mon-Sat, 7am-4pm CST)

Sparks (Reno), NV

Street Address:	1315 East Greg Street, Sparks, NV 89431	
Operating Hours:	Tuesday – Saturday: 7:00am – 7:00pm, Monday & Sunday: Closed	
Facility Contacts:	Steve Guranovich, Vehicle Operations Manager: (847) 642 - 3468 Ryan Caruth, Service Manager: (707) 570 – 6693 Michele Coleman, Delivery Ops Manager: (702) 274 - 4239	
After Hour Info:	Call Steve Guranovich to schedule after hour delivers: (847) 642 - 3468	
Delivery Location:		
Additional Info:	<p>Unload Directions:</p> <ul style="list-style-type: none"> - Carriers to contact Center to schedule delivers and staff will assist with ingress/egress of vehicles. - Carriers can unload on East Greg in front of RIVAN office. <p>After hours drop off:</p> <ul style="list-style-type: none"> - Carriers to contact Steve Guranovich prior to arrival. - Carrier to send pictures of well-lit photos of all sides of vehicle including the roof. - Drop the keys in an overnight drop box located at front entrance. 	
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