

VDelivery Agreement for Drivers

1. **DO NOT get into disputes with the restaurant or their customers. If any issues does arise, please call the restaurant in regards to their customer or contact the dispatch in regards to the restaurant.**

2. **Your delivery fee to keep is as follows:**

Distance	Your fees	VDelivery's system usage fee	Total collection from restaurants
0-6.9km	\$4.5* +100%tips	\$1.5* or \$2.5*	\$6* or \$7*
7-13.9km	\$6.5* +100%tips	\$1.5* or \$2.5*	\$8* or \$9*
14-18km	\$12* +100%tips	\$1.5* or \$2.5*	\$13.50* or \$14.50*

*if these fees were to change, you will be notified in advance from VDelivery.

3. **You will be responsible for collecting the system usage fee on behalf of VDelivery from the restaurants at a rate of \$1.5 or \$2.5 per order.**

4. **These collected system usage fees will be cashed out on every Monday of the new week for the week prior, You must cash out during the duration of the day with one of our dispatches, failure to do so, may results in termination of contract, if no further acceptable reasons was provided.**

5. **DO NOT ask the customer explicitly for tips, this is a serious offence as pertain to company policy and can result in prompt and permanent termination of contract.**

6. **Delivery orders:**

- a. **For cash orders or prepaid orders**, you will need to pay to the restaurant the order total minus the delivery fee, and collect the cash from the customer.
- b. **For pre-authorized orders**, ask the customer to sign the prepaid receipts, and bring the receipts back to the restaurant on the same day. If you cannot make it back on the same day, you need to inform the restaurants before they close or you may lose your tip.
- c. **For orders with debit machine**, you must take the debit machine to the customer, charge them the correct amount and bring the machine and valid receipt back to the restaurant before being paid for your delivery fee, it is preferable to bring the machine back within an hour or two after the order is complete.

7. **If you don't have your own delivery bag, have a cardboard box with you to put the food in, in order to avoid the food from spilling when tipped. The company does provide a delivery bag for a \$30 deposit fee.**

8. **Once you accept a delivery, you must deliver it** unless otherwise notified by dispatch.
9. After the completion of all your assigned deliveries, you must notify the dispatch (by texting 'clear').
10. You are to stay close to the end destination of your last delivery until a new delivery is assigned to you. If you were to leave that area for any reason, you must notify the dispatch.
11. **DO NOT** complain to the dispatch regarding the distance of the order, we do not have control over this matter, as we try our best to dispatch the closest available driver to the restaurant.
12. **We require your schedule to be updated by text message at the latest on every Sunday night for the coming week. We expect you to show up according to your schedule (by texting 'I'm ready' at the beginning of your shift). We must be notified 24 hours prior to any changes to your schedule after submission.**
13. **The company is not responsible for any traffic-related tickets, accidents and injuries that may occurs to you during the deliveries. By signing this agreement, you acknowledge that the company will not be held responsible in any form or in any way to any of the above mentioned issues, if it were to occur. You are solely responsible for your own personal safety on the road.**
14. ***Last but not least, Safety first. Drive safely.***

Recommended Items for successful deliveries

- some cash and change, around \$50
- a Pen, for signing paper
- a notebook, to keep track of the deliveries done.
- a Phone Charger for car
- a Phone Holder for car

I, _____ (last, first name), hereby acknowledge that I have completely read and understood the VDelivery Agreement of drivers, and will follow them completely.

I, _____ (last, first name), hereby acknowledge that the driver's license and the car insurance I provided to Vdelivery, a service provided by Delsys Logistics Inc., are legitimate, legal and valid.

Signature: _____

Date: _____