



Dear Applicant:

Thank you for your interest in becoming an independent contractor for delivery of the *Sun Herald*. We are always looking for ambitious and reliable individuals to deliver our products, and with impeccable service. I hope you will give serious consideration to joining our excellent team of carriers.

In addition to the income, a newspaper route can provide you valuable experience in accountability for customer service and attention to detail—all for just a few hours each day. By delivering the *Sun Herald* you would also be contributing to your community through the distribution of a product that serves customers by keeping them informed and entertained.

Please carefully review the attached pages of information, and I hope you will submit your application and Disclosure of Credit Agreement soon. We look forward to hearing from you. In the event that we do not have a suitable route available right away, we will keep your application on file for at least six months.

Sincerely,

Sun Herald Distribution Team

HOME DELIVERY INDEPENDENT CONTRACTOR

- **A Carrier is an independent contractor with the Sun Herald.** A valid driver's license, dependable transportation and proof of vehicle liability insurance are required. These must all be maintained while contracted for a route.
- A Route Deposit is required to be contracted for a route.
- Newspapers are a timely product and customers expect delivery early in the morning. Delivery is **365 days per year**. We do publish on **all holidays**.
- A carrier is responsible for delivery every day, and must provide, train and compensate a dependable substitute if he/she is unable to deliver the route.
- Carriers deliver the Sun Herald for a per piece rate. Examples of expenses that the carrier would be responsible for are: insurance, plastic bags (can be purchased from the company or other sources), fuel, vehicle maintenance, property damage that they might cause on the route, fliers for soliciting and other expenses that might be incurred.
- A carrier regularly communicates with the district manager for the area in which the route is located.
- Route income is based primarily on the number of customers delivered each day. So maintaining and increasing the customer base is important in order to sustain a certain income level. As an independent contractor, the carrier agrees to use all diligence in increasing the route. It is therefore expected that the carrier will participate in soliciting the route, as well as providing exemplary service to existing customers, in order to increase the number of subscribers on the route.

**SUN HERALD
Independent Contractor**

DISCLOSURE OF CREDIT AGREEMENT

This is to advise you that an investigative consumer report including information as to your credit character, general reputation, personal characteristics and mode of living may be made, inasmuch as you expressed an interest in becoming an Independently Contracted Carrier with the *Sun Herald*.

You have the right to request disclosure upon written request within a reasonable time after we receive an investigative consumer report. You are hereby notified that you may request additional disclosures provided by Section 1681D(b) of the Fair Credit Reporting Act.

I, _____, hereby acknowledge that I have been clearly advised that an investigative consumer report may be made as to my credit standing, and I acknowledge receipt of the above notice.

This, the _____ day of _____, 20____

Signature

Social Security No.: _____ Date of Birth: _____

Spouse's Name: _____

Spouse's Social Security No.: _____

Present Address:

Previous Address:

SUN HERALD NEWSPAPER ROUTE APPLICATION

Please complete both sides of this application. Please TYPE or PRINT clearly.

Circ. Office Use Only: Copies given to: Dist. _____, _____ and _____

Date _____

Referred By _____

Personal Information

Name _____

Social Security Number _____ Date of Birth _____

Address _____

City _____ State _____ Zip _____

Home Phone _____ Mobile Phone _____

Do you have family who work at the Sun Herald? YES or NO

If YES, please tell us who they are: _____

Vehicle Information

Do you have a valid driver's license? YES or NO

Driver's License Number: _____ For what state? _____

Do you have automobile liability insurance?* YES or NO

With what company? _____

Number of Automobiles available for route delivery use:

1) Make/Model _____ Year _____ Mileage _____

2) Make/Model _____ Year _____ Mileage _____

Carrier Experience

Have you been a carrier before? YES or NO

If yes, to HOMES or to RACKS/STORES? _____

If yes, please give name of newspaper, location and dates.

1) Name of newspaper _____

Location _____ -- _____ Dates: From: _____ To: _____

2) Name of newspaper _____

Location _____ Dates: From: _____ To: _____

Work experience:

Are you working anywhere now? Yes or No

Where do you work? _____

What do you do? _____

References:

Please list three (2) references below (no relatives.)

Name _____ Phone _____

Name _____ Phone _____

Please explain briefly why you are interested in becoming a carrier for the Sun Herald.

What skills or experience do you possess that prepare you for becoming a carrier for the Sun Herald? _____

Thank you for your interest in becoming a carrier for the Sun Herald. We will review your application. If a route is available in your area that we feel would be suitable for you, the district manager will contact you.

Mail application to:
Sun Herald
c/o Audience Division
P O Box 4567
Biloxi, MS 39535-4567
Attn: Sylvia Creel

Email application to: screel@sunherald.com