

ADMIRAL MERCHANTS NEWSLETTER

DECEMBER 23, 2025 | VOLUME 17



Mark Your Calendars

**HAPPY
HOLIDAYS**

IMPORTANT DATES:

- **Holiday Office Closure:**
 - December 24 Closes at Noon.
 - December 25-26 (Christmas).
 - December 31: Closes at Noon.
 - January 1, 2026 (New Years)
- **SAVE THE DATE!** Admiral Awards Banquet. April 10-12, 2026 - Indianapolis, IN. Check with your FC or Sales Rep for your YTD Revenue/Linehaul.

CURRENT TRUCK COUNT: 379

Download the Fuel App to
see current Fuel Discounts:
Code 8500



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Admiral Merchants Motor
Freight, Inc
215 South 11th Street
Minneapolis, MN 55403

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October Top Contractors

Please note monthly totals are cumulative, not computed individually each month.

Top 10 Teams

1. Tracy & Danny Hawkins
2. Malissa & Mario Salas
3. Amber & Josh McKinney
4. Cheryl & Timothy Shull
5. Dieusibon Dielce & Vivandieu Ilfra
6. Nola & Sherwood Brown
7. Lynn Krenik & Norm Berkebile
8. Debora & William Ramsey
9. Dan Scheppard & Jacob Williams
10. Lorna & Kevin Waldrip

Top 10 Individual

1. James Murphy
2. Ron Kent
3. Tejinder Gill
4. Thomas Noviski
5. Mickey Potter
6. Michael Hendrix
7. Erik Poulsen
8. Mike Dubinsky
9. Adam Cincinat
10. Dan McCumbers

October Top 10 Agents

Please note monthly totals are cumulative, not computed individually each month.

1. LDM Enterprises, Agent 2048
2. Allan Brown, Agent 4007
3. Gary Fellure, Agent 3017
4. T&M Transportation, Agent 2248
5. Monds Trucking, Agent 4138
6. Dustin D Cole, Agent 4189
7. Trucking Agents LLC, Agent 3631
8. Wild Rover Freight, LLC, Agent 3452
9. A Dispatch Service, Agent 2609
10. Tommy Strickland, Agent 2679





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2. Malissa & Mario Salas
3. Amber & Josh McKinney
4. Cheryl & Timothy Shull
5. Dieusibon Dielce & Vivandieu Ilfra
6. Nola & Sherwood Brown
7. Lynn Krenik & Norm Berkebile
8. Debora & William Ramsey
9. Dan Scheppard & Jacob Williams
10. Tammy Collins & Steven Johnston

Top 10 Individual

1. Ron Kent
2. James Murphy
3. Michael Hendrix
4. Tejinder Gill
5. Thomas Noviski
6. Mickey Potter
7. Erik Poulsen
8. Dean Murphy
9. Mike Dubinsky
10. Dan McCumbers

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7. Trucking Agents LLC, Agent 3631
8. Wild Rover Freight, LLC, Agent 3452
9. Ivy Rose, Agent 3429
10. A Dispatch Service, Agent 2609

October Contractor of the Month

Please join us in congratulating **Don Vangelderren**, our October Contractor of the Month.

Don puts in the miles day after day and does it the right way. He sets the standard with a clean truck, a spotless record, and a professional approach that reflects well on Admiral at every stop. No matter the run or the challenge, Don is someone you can always count on to deliver.

He is rarely traveling solo. His loyal co-pilot, Buddy, is right there with him mile after mile.

Congratulations, Don. We appreciate your consistency, pride in your work, and the way you represent Admiral on the road. cy, and the positive example you set.



Don Vangelderren



November Contractor of the Month

Please join us in congratulating **Curtis “Kick Star” Steffler**, our November Contractor of the Month.

Curt spends countless hours on the road, yet still makes the time to build real, lasting relationships with everyone he works with. From the office team to agents and fellow contractors, he is known as someone people trust, respect, and genuinely enjoy working with. He runs a clean, professional operation and follows through every time. His positive attitude, reliability, and ability to connect with others truly set him apart.

Congratulations, Curt. Your professionalism, consistency, and relationship-first mindset make you a valuable part of Admiral.



Curtis Steffler



CSA Scores

October and November

Basic	Through 10/31/25	Through 11/28/25	Thresholds	Basic Status
Unsafe Driving	35%	36%	60%	Alert
Hours-of-Service (HOS) Compliance	72%	68%	60%	
Driver Fitness	<5 HM veh. Insp.	<5 HM veh. Insp.	75%	
Controlled Substance and Alcohol	0%	0%	75%	
Vehicle Maintenance	74%	74%	75%	
Hazardous Materials (HM) Compliance	0%	0%	80%	
Crash Indicator	69%	67%	60%	
Insurance/Other	N/A	N/A	N/A	

Looking Ahead to 2026

As we look ahead to 2026, one of our key focuses is strengthening communication and making sure you receive timely, relevant updates in the way that works best for you. We would value your input on how we can improve and what you recommend when it comes to communication, including what information you want from us and how often you want to hear it. If you're reading this, we know this newsletter is reaching you, which is a great start. We appreciate each of you and the partnerships we share, and we thank you for your continued trust. Wishing you and your families a happy holiday season, and we look forward to a successful 2026 together.



Operations Update



Merry Christmas! We are truly grateful to work with each and every one of you and sincerely appreciate all that you do. Your continued support and collaboration mean a great deal to us. Wishing you all a joyful holiday season and a healthy, successful year ahead.

-The Operations Team



Permit Updates

Online Permit Application

A long time coming but we are switching over to a new online Permit Application through the system. There are some important steps that need to be taken by both agents and drivers so here is a quick overview – and if you have any questions, please let us know.

AGENTS –

1. You must start entering in the Pick UP and Delivery Address as this will autofill in the drivers permit application being submitted.
2. You also must make sure to check the Permit Required box on the Order Entry Screen.
3. Agents –You need to assign the trip to the truck because once it is assigned to the driver the permit application will send to the driver.

The screenshot shows a web-based form for a permit application. At the top, there are fields for 'Order number', 'Revenue code', 'Loadboard', 'Mode' (set to 'Truckload'), and 'Status' (set to 'Available'). Below these are 'Recurring order' and 'Order type' fields. A navigation bar includes tabs for 'General', 'General-conf'd', 'Stop', 'Equipment Req'd', 'Rating', 'Allocation', 'Last Dsp Status', 'Brokered Moves', 'Customs', 'Callins', 'Rate Index', 'Images', 'History', 'DataFusion', and 'Det'. The form is split into two main sections: 'Shipper' on the left and 'Consignee' on the right. In the 'Shipper' section, the 'Extra pickups' field contains '123 TESTING AVE' and 'MINNEAPOLIS, MN 55403'. In the 'Consignee' section, the 'Extra drops' field contains '987 TESTING LANE' and 'MINNEAPOLIS, MN 55403'. Both address blocks are highlighted with red rectangles. At the bottom of the form, there is a 'Permit Required' checkbox which is checked and also highlighted with a red rectangle. Other fields include 'Zone 5', 'Driver load' (checked), 'Driver unload' (checked), 'Scheduled arrival between' fields, 'Comment/Reference', 'Appointment required', 'Confirmed', 'Planning comment', 'Commodity', 'Trailer type', 'HAZMAT routing', 'BOL', and 'Consignee reference'.

DRIVERS –

1. You will receive an email with a link (kind of like the self-secured loads process) to the email that we have on file. You will click on the link which will take you to the application.
2. You then enter in your truck unit number and your trailer unit (make sure this is accurate or it could result in your permits being incorrect) and all other necessary information to avoid delays in the permit ordering process.
3. Click Submit Permit Request at the bottom and your permit application will be emailed into the Permit Department and a copy will be sent to you.
4. MOST IMPORTANT STEP – read through the permit application that is sent back to you to ensure everything is accurate – if it is not, contact the Permit Department immediately.

Order Entry & Paperwork Reminders

We are seeing several trips in the system that were marked as delivered but never billed. This causes delays in billing, payment, and contractor settlements. Here are a few important reminders to help avoid these issues.

Agents: A Note for Order Entry

- If a trip did NOT move, it must be VOIDED.
- Do not mark it as delivered if the tractor never moved.
- Once a tractor is assigned to another trip, fixing a previous trip becomes much more complicated and time-consuming.
- Trips marked as delivered but not billed still use the customer's credit and slow down billing for everyone.

Bottom line:

- If the load did not move, VOID the trip right away.

Contractors: A Note about Paperwork

- If you have a TONU, you must send in a Bill of Lading (BOL).
- This is required even if the load did not move.
- No BOL means:
- No billing to the customer
- No customer payment
- No settlement paid to the contractor
- A valid TONU rate confirmation is also required to bill and pay the trip.

Bottom line:

- No paperwork = no pay.



Why This Matters

We recently found 7 TONU trips totaling \$1,850 that were never billed or paid because paperwork was missing or trips were entered incorrectly. Everyone loses when this happens.

Your help with correct order entry and timely paperwork keeps billing accurate, payments moving, and settlements on time.

If you have questions or would like a quick walkthrough, please reach out to Credit. We're happy to help.

Merry Christmas and Happy New Year!

Karen Preusser, Credit Manager

Agents – Need Help Finding a Truck?

We have had a great response lately covering loads in our Operations Department. If you have loads that you are struggling to cover, email Megan at merickson@ammf.com and she will communicate it with the fleet.

Please send an email in this format:

- Agent Name and Phone Number
- Type of Trailer Needed: Flat/Step/RGN?
- Commodity:
- Weight:
- Pick Up Location & Date:
- Delivery Location & Date:
- Rate Breakdown:
- Additional Info: Tarps needed, ramps, etc.?

HELP!



Awards Meeting Criteria

We want to see YOU at the Awards Banquet at The Alexander in Indianapolis April 10-12, 2026!

Here's How to Qualify:

Terry Bramer Circle of Excellence and Tom Seitz Million Dollar Agent Criteria

We are announcing the Criteria for Terry Bramer Circle of Excellence and Tom Seitz Million Dollar Agents.

Terry Bramer Circle of Excellence Revenue Criteria: Single Driver

- Platinum Level \$335,000 Line Haul Revenue
- Gold Level \$250,000 Line Haul Revenue
- Silver Level \$200,000 Line Haul Revenue

Terry Bramer Circle of Excellence Revenue Criteria: Teams

- Platinum Level \$385,000 Line Haul Revenue
- Gold Level \$310,000 Line Haul Revenue
- Silver Level \$255,000 Line Haul Revenue

Terry Bramer Circle of Excellence will recognize those drivers attaining the line haul revenue criteria listed within a 12-month period (calendar year) while operating according to Admiral's safety standards and in compliance with federal and state laws and regulations and company policies.

This includes:

- No serious company policy violations.
- The cost of all preventable accidents combined must be below \$1,000 total.
- The cost of all cargo claims combined must be below \$1,000 total.
- No pending claims.
- No more than one out of service, no more than one moving violation, and be in good standing in all areas of safety and compliance.
- Satisfactory CSA scores.
- Not placed on a final warning for any reason during the calendar year.

Tom Seitz Million Dollar Agent Criteria

Platinum Level will be awarded to those agents producing \$5,000,000 or more.

Gold Level will be awarded to those agents producing \$2,000,000 — \$4,999,999.

Silver Level will be awarded to those agents producing \$1,000,000 — \$1,999,999

CONTACTS

SALES

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Karen Kieffer (Central & SE): 612-843-8199

Larry Nestor (NE& E. Canada): 612-843-8197

Brandon Pesta: 612-843-8198

Group Email: SalesTeam@ammf.com



OPERATIONS

Ops Phone: 612-843-8273

Group Email: Ops@ammf.com

After Hours Ops Emergency: 612-865-4411

After Hours Claims Emergency: 612-991-5923

MORE SUPPORT

Billing: 612-843-8112

Credit: 612-843-8277

Claims: 612-843-8191

Contractor Services: 612-843-8275

Permits: 612-843-8270

Safety: 612-843-8276

Settlements: 612-843-8263

