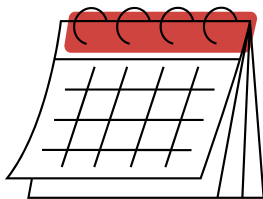


# ADMIRAL MERCHANTS NEWSLETTER

AUGUST 15, 2025 | VOLUME 14



## Mark Your Calendars



### IMPORTANT DATES:

- September 14-20 – National Truck Driver Appreciation Week
- October 25 – Driver BBQ in London, Ohio
- SAVE THE DATE! Weekend of April 10<sup>th</sup> 2026 – Location TBD. Check with your FC or Sales Rep for your YTD Linehaul.

CURRENT TRUCK COUNT: 394

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



Please leave a positive  
review on Google!



Make sure to “Like”  
us on Facebook

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

# April Top Contractors

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

## Top 10 Teams

1. Tracy & Danny Hawkins
2. Martha & Tracey Avery
3. Malissa & Mario Salas
4. Cheryl & Timothy Schull
5. Dawn & Glenn Creason
6. Nola & Sherwood Brown
7. Daniel Sheppard & Jacob Williams
8. Cindy Jones & Deusibon Dielce
9. Gayle & Harold Weatherly
10. Carol & Jack Stevens

## Top 10 Individual

1. James Murphy
2. Tejinder Gill
3. Jennifer Cowan
4. Ronald Kent
5. Richard Robinett
6. Michael Potter
7. Michael Hendrix
8. Patrick Mashburn
9. Cody Kent
10. Jeffrey Gregg

# April 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. T&M Transportation, Agent 2248
4. Gary Fellure, Agent 3017
5. Monds Trucking, Agent 4138
6. Dustin D Cole, Agent 4189
7. TEC Logistics, Agent 2198
8. Wild Rover Freight, LLC, Agent 3452
9. Ivy Rose, Agent 3429
10. A Dispatch Service, Agent 2609

# May 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. Martha & Tracey Avery
4. Cindy Jones & Deusibon Dielce
5. Dawn & Glenn Creason
6. Cheryl & Timothy Shull
7. Nola & Sherwood Brown
8. Daniel Sheppard & Jacob Williams
9. Amber & Josh Mckinney
10. Lorna & Kevin Waldrip

## Top 10 Individual

1. James Murphy
2. Tejinder Gill
3. Michael Potter
4. Ronald Kent
5. Jennifer Cowan
6. Richard Robinett
7. Patrick Mashburn
8. Christopher Warner
9. Adam Cincinat
10. Dean Murphy

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2. Allan Brown, Agent 4007
3. T&M Transportation, Agent 2248
4. Gary Fellure, Agent 3017
5. Monds Trucking, Agent 4138
6. Dustin D Cole, Agent 4189
7. TEC Logistics, Agent 2198
8. Wild Rover Freight, LLC, Agent 3452
9. A Dispatch Service, Agent 2609
10. Robert M MacKay Co, Agent 3168

# June Top Contractors

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

## Top 10 Teams

1. Tracy & Danny Hawkins
2. Martha & Tracey Avery
3. Malissa & Mario Salas
4. Cheryl & Timothy Schull
5. Dawn & Glenn Creason
6. Nola & Sherwood Brown
7. Daniel Sheppard & Jacob Williams
8. Cindy Jones & Deusibon Dielce
9. Gayle & Harold Weatherly
10. Carol & Jack Stevens

## Top 10 Individual

1. James Murphy
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6. Michael Potter
7. Michael Hendrix
8. Patrick Mashburn
9. Cody Kent
10. Jeffrey Gregg

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2. Allan Brown, Agent 4007
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5. Monds Trucking, Agent 4138
6. Dustin D Cole, Agent 4189
7. A Dispatch Service, Agent 2609
8. Wild Rover Freight, LLC, Agent 3452
9. TEC Logistics, Agent 2198
10. Trucking Agents, LLC, Agent 3631

# July Top Contractors

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

## Top 10 Teams

1. Tracy & Danny Hawkins
2. Martha & Tracey Avery
3. Malissa & Mario Salas
4. Cheryl & Timothy Schull
5. Dawn & Glenn Creason
6. Nola & Sherwood Brown
7. Daniel Sheppard & Jacob Williams
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1. James Murphy
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4. Ronald Kent
5. Richard Robinett
6. Michael Potter
7. Michael Hendrix
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9. Cody Kent
10. Jeffrey Gregg

# July Top 10 Agents

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

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2. Allan Brown, Agent 4007
3. T&M Transportation, Agent 2248
4. Gary Fellure, Agent 3017
5. Monds Trucking, Agent 4138
6. Dustin D Cole, Agent 4189
7. Wild Rover Freight, LLC, Agent 3452
8. A Dispatch Service, Agent 2609
9. TEC Logistics, Agent 2198
10. Trucking Agents, LLC, Agent 3631

# Contractor of the Month

## April

Please join us in congratulating Steve Edwards as our April Contractor of the Month. Steve joined Admiral last year and has quickly earned a reputation as a contractor you can rely on not only for the service he provides to our customers and agents but also other Admiral contractors. Just recently Steve saved us on a critical repower-e went and picked up another Admiral contractor and his trailer to deliver the load and picked the return load for an Admiral agent. He was instrumental in getting both loads delivered on time and with excellent service. He didn't even ask the price, he just jumped in the truck to help the driver and agent out and said we will figure out the money later. Selflessness like this is what Admiral is all about and we love hearing these stories. Congratulations Steve on being our April Contractor of the Month!



**Steve Edwards**

## May

Congratulations to Brandon Harvell! Please join us in celebrating Brandon Harvell as our May Contractor of the Month! Brandon's unwavering commitment to his craft, dedication to service, and professionalism have made him a standout contractor at Admiral. His hard work and pride in representing our company have not gone unnoticed. We are thrilled to have Brandon on our team and are excited to journey through many more successful projects together. Thank you, Brandon, for your exceptional contributions and for consistently setting a high standard!



**Brandon Harvell**

# Contractor of the Month

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**Steve Edwards**

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Congratulations to Brandon Harvell! Please join us in celebrating Brandon Harvell as our May Contractor of the Month! Brandon's unwavering commitment to his craft, dedication to service, and professionalism have made him a standout contractor at Admiral. His hard work and pride in representing our company have not gone unnoticed. We are thrilled to have Brandon on our team and are excited to journey through many more successful projects together. Thank you, Brandon, for your exceptional contributions and for consistently setting a high standard!



**Brandon Harvell**

# In Memoriam



David Saunders, a dedicated contractor with Admiral since February 2001, passed away on April 12, 2025. Known for his unwavering commitment and exceptional work ethic, David was an integral part of the Admiral family. His colleagues remember him as a reliable and skilled professional who consistently went above and beyond in his duties. David's contributions over the years have left a lasting impact, and he will be deeply missed by all who had the pleasure of working with him.



Agent Greg Stover passed away on March 4, 2025, at his home after a long battle with cancer. He was the youngest of five siblings and was known for his dedication and commitment to his work. At this time, no memorial services have been announced, as the family is awaiting the return of a member from overseas

**IN LOVING  
MEMORY**

# Employee Updates

## Safety and Claims

Please note the following personnel changes and contact responsibilities:

### **NEW** Annie Engler – Claims Specialist

Started June 23, 2025 | Reports to Bill Sullivan & Paul Hinrichs

Annie joins us with 15+ years in transportation, including experience in rhw Over, Short & Damaged department at Saia LTL trucking. She is familiar working with and supporting owner-operators and handling safety calls.

#### **Annie will Handle:**

- Annual inspections
- Safety awards
- Accidents & claims

### **NEW** Leslie Lopez – Safety Specialist

Started June 2, 2025 | Reports to Paul Hinrichs

Leslie has a CDL and a strong background in recruiting and safety, including driver onboarding and truck inspections.

#### **Leslie will Handle:**

- Quarterly maintenance reports
- Drug & alcohol testing
- DQ files

### **Kim Larson – Safety Specialist (formerly Suzanne’s role)**

Reports to Paul Hinrichs

#### **Kim will Handle:**

- HOS & ELD
- Hazmat
- Roadside inspections

# Employee Updates

## Accounting

We are thrilled to announce that **Lacey Yoder** has joined the Admiral team as an Accountant. Lacey brings a wealth of experience and expertise, having earned her master's degree in accounting from Washington State University in 2018 and obtaining her CPA license in January 2021. Over the past five years, Lacey has honed her skills as a public accountant in Washington, demonstrating a commitment to excellence and professional growth. As she makes the exciting move to Minnesota, we are confident that her knowledge and enthusiasm will be invaluable assets to our team. Please join us in extending a warm welcome to Lacey as she begins this new chapter with Admiral.

## Contractor Services

**Please note the following personnel changes and contact responsibilities:**

- Ciarra McKinney-Bass, Contractor Services Specialist, is no longer with the company.
- Rikki Becker, Director of Contractor Services, is also no longer with the company.

Effective immediately, Licensing and Contractor Services will now report directly to Doug Milroy. We remain committed to providing you with the support you need and will share additional updates as they become available.

For assistance, please contact Doug directly or reach out through the usual channels.

# Above and Beyond

In every newsletter, we shine a spotlight on the people who go the extra mile. Whether it's delivering outstanding service, stepping up to help a teammate, or doing something truly remarkable, these moments remind us what it means to be part of the Admiral family. This is our Above & Beyond feature—celebrating the stories that inspire us all.

## In this Issue's Spotlight:

👏 When word went out that a driver was hospitalized and needed help, Patrick Mashburn, truck 7746, was the first to call and offer assistance. He flew from Texas to Utah, picked up the truck, trailer, and load, and drove to California to make the delivery. From there, Patrick took the truck and trailer to the driver's home in Oklahoma, ensuring everything is returned safely while the driver recovers.

This act of selflessness is a true example of the Admiral family spirit, where Contractors step in for one another without hesitation. Patrick, thank you for showing us what Above & Beyond really means.



### Want to recognize someone for the next Newsletter?

Shoot your Freight Coordinator (Contractors) or Sales Manager (Agents) a message or reply to the email that sent this newsletter by the 15<sup>th</sup> of the month.

And if you suggest a kudos—make sure you actually send it in! 😊

Let's keep lifting each other up. ✨

# Important Border Crossing Update

## Reminder – Border Crossing & In-Bond Loads

We are seeing ongoing issues with incomplete paperwork and missing information when drivers cross the border. This creates delays and risks large fines. All In-Bond loads must be cleared within 48 hours of port arrival.

If you have an In-Bond load Call 612-843-8138 or email [llantto@ammf.com](mailto:llantto@ammf.com) with:

- Truck # and Trip #
- Date & time of port arrival
- Copy of the bond (7512 form) and manifest

This information allows us to match and close the bond on the Border website within the required 48 hours.

### Drivers:

In-bond clearance is done electronically and is your responsibility.

Loads cannot be cleared before delivery because Customs requires the exact time and date of arrival. The items they require are:

- Bond (7512 form)
- Manifest (ACE or ACI)
- Any other paperwork related to the bond
- Truck #, Trip #, and date & time of port arrival

### Important Notes:

1. Bonded paperwork is required for audits and is the only way to identify the bond in the Customs portal.
2. Call the Border 1 hour prior to arrival or fines may be assessed.
3. Be sure to scan all border crossing papers, bonds, manifests, etc. into billing for payment.

### Agents:

1. If dispatching a load that crosses the border, the Admiral driver is responsible for setting up paperwork with a 3rd party processor if the customer has not already done so.
2. Please email any bond paperwork you have, along with the Trip # and driver name, to [llantto@ammf.com](mailto:llantto@ammf.com).
3. If you know a load will be In-Bond, call or email with the Trip # and Truck # so it can be tracked.
4. Important Note: Our Admiral Bond can only be used for our fleet, not for broker carriers.

# A Note from Credit

## Broker Rate Confirmations

When signing a broker Rate Confirmation, you must be aware of what you are signing. Too often we see signed rate agreements accepting additional liabilities for which we have no protection. Please make sure you read every word of the Rate Confirmation before signing, failure to do so can result in some nasty surprises.

Provisions to watch out for include consignee chargebacks for missed appointments with delivery dates and times, language making you responsible for lumpers and pallets, original documentation requirements and pick up and delivery dates we could not legally run.

Please do not fall into the trap of signing without reading each paragraph carefully. Our goal is a Rate Confirmation that protects all parties' interests in an even-handed and concise manner and offers both carriers and brokers a starting point for doing business.

# Moving OD loads with a Broker Customer

## Brokered Load Policy: Oversize Load Approval Process

### Policy Purpose:

To ensure safety, compliance, and internal accountability when booking brokered loads that exceed standard dimensions.

### Policy Overview:

All brokered loads that meet or exceed any of the following dimensions require prior approval before booking:

- o Length: 100 feet or longer
- o Width: Over 14 feet
- o Height: Over 14 feet

### Booking Procedure for Oversize Brokered Loads:

1. Pre-Approved Drivers Only o These loads must only be offered to drivers on the Pre-Approved Driver List. The list can be accessed on the Admiral website ([admiral.ammf.com](http://admiral.ammf.com)), under the "Permit Department" tab labelled "EXCESS DIMS."
2. Obtain Prior Approval Before confirming or booking the load, approval must be obtained from one of the following team members: Approval may be requested via email or phone to one of the following individuals and must be documented.
  - o Emma Horvath: 612-843-8270
  - o Megan Erickson: 612-843-8273
  - o Doug Milroy: 612-843-8165

Reminders • Do not post brokered loads on the load board. • Any deviation from this policy may result in compliance review or disciplinary action.

## Maintenance Escrows

A maintenance escrow through Admiral can be set up through our Settlements Department. This can help cover future truck repairs and ensure you're financially prepared for breakdowns or routine maintenance. A good rule of thumb - usually based on miles driven - is to set aside \$.10 - \$.15 per mile. You can call Settlements to set up your maintenance escrow today at 612-843-8263.

# CSA Scores

## April

	Through 2/28/25	Through 3/28/25	Through 3/28/25	Thresholds	BASICs STATUS
Unsafe Driving <sup>1</sup>	34%	31%	36%	60%	
Hours-of-Service (HOS) Compliance	65%	66%	66%	60%	Alert
Driver Fitness	<5 HM veh. Insp.	<5 HM veh. Insp.	<5 HM veh. Insp.	75%	
Controlled Substances and Alcohol	0%	0%	0%	75%	
Vehicle Maintenance	79%	78%	74%	75%	
Hazardous Materials (HM) Compliance	0%	0%	0%	80%	
Crash Indicator <sup>2</sup>	50%	56%	68%	60%	Alert
Insurance / Other	N/A	N/A	N/A	=	

## May

	Through 3/28/25	Through 4/25/25	Through 5/30/25	Thresholds	BASICs STATUS
Unsafe Driving <sup>1</sup>	31%	36%	35%	60%	
Hours-of-Service (HOS) Compliance	66%	66%	73%	60%	Alert
Driver Fitness	<5 HM veh. Insp.	<5 HM veh. Insp.	<5 HM veh. Insp.	75%	
Controlled Substances and Alcohol	0%	0%	0%	75%	
Vehicle Maintenance	78%	74%	73%	75%	
Hazardous Materials (HM) Compliance	0%	0%	0%	80%	
Crash Indicator <sup>2</sup>	56%	68%	71%	60%	Alert
Insurance / Other	N/A	N/A	N/A	=	



# CSA Scores

## June

	Through 2/28/25	Through 3/28/25	Through 3/28/25	Thresholds	BASICs STATUS
Unsafe Driving <sup>1</sup>	34%	31%	36%	60%	
Hours-of-Service (HOS) Compliance	65%	66%	66%	60%	Alert
Driver Fitness	<5 HM veh. Insp.	<5 HM veh. Insp.	<5 HM veh. Insp.	75%	
Controlled Substances and Alcohol	0%	0%	0%	75%	
Vehicle Maintenance	79%	78%	74%	75%	
Hazardous Materials (HM) Compliance	0%	0%	0%	80%	
Crash Indicator <sup>2</sup>	50%	56%	68%	60%	Alert
Insurance / Other	N/A	N/A	N/A	=	

## July

	Through 3/28/25	Through 4/25/25	Through 5/30/25	Thresholds	BASICs STATUS
Unsafe Driving <sup>1</sup>	31%	36%	35%	60%	
Hours-of-Service (HOS) Compliance	66%	66%	73%	60%	Alert
Driver Fitness	<5 HM veh. Insp.	<5 HM veh. Insp.	<5 HM veh. Insp.	75%	
Controlled Substances and Alcohol	0%	0%	0%	75%	
Vehicle Maintenance	78%	74%	73%	75%	
Hazardous Materials (HM) Compliance	0%	0%	0%	80%	
Crash Indicator <sup>2</sup>	56%	68%	71%	60%	Alert
Insurance / Other	N/A	N/A	N/A	=	

# A Note from Operations...

Just a friendly reminder, If you are going to book **container freight** that routes via any **US Port**, please confirm the container line prior to booking and make sure to reach out to Kory in Operations (kward@ammf.com) to ensure we have proper insurance for each specific port and terminal. This can take time, so to avoid delays please make sure you are following this process!

## Permit Updates:

- **If you are using a Pilot Car company**, please let us know as soon as possible, and make sure they are on the Preferred Pilot Car list. Also, when you are working with Pilot Car companies, please make sure to get all rates in writing via email or text message to ensure there are no unexpected costs/charges. The process to get approved is fairly simple. The pilot car company needs to provide:
  - Their insurance (\$1 Million auto liability and professional liability if running a high pole).
  - An Updated W9.
  - Sign our agreement and return.
- We have been seeing multiple instances of drivers using companies that may have been previously approved by Admiral but have fallen off the list for one reason or another (haven't sent in updated insurance, changed contact info, etc.). These companies will need to be reapproved and added to the list before they can be paid.

# 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](mailto: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:
- Additional Info: Tarps needed, ramps, etc.?





# Awards Meeting Criteria

## We want to see YOU at the Awards Banquet in 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

## Drivers - 2 Steps to Make Sure you Get Paid!

We've heard your concerns and want to make sure the payment process is crystal clear. To ensure you're paid quickly and accurately, please follow this 2-step process:

✓ Step 1: Submit Your Paperwork

Use Transflo to send in your completed load paperwork as soon as you're empty.

✓ Step 2: Confirm Delivery

Once you're empty, call the Ops line at 612-843-8273 or email [ops@ammf.com](mailto:ops@ammf.com) to confirm delivery. This confirmation is what officially delivers the load and triggers billing.

💡 What if I'm not paid?

If you haven't been paid within 6 business hours of completing these two steps, please call the office and speak to Operations or Billing/Settlements.

We appreciate all you do and want to keep things running smoothly. Don't hesitate to reach out if you have any questions.

# CONTACTS

## SALES

Tim Burke (West & W. Canada): 612-843-8201

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

