



Member Lending Library Policies

1. Who may borrow materials?

Minnesota Trucking Association members in good standing.

2. How can a member borrow materials?

A member must fill out and submit an order form (either by fax or in person at the MTA office).

3. Is there any cost associated to the service?

The MTA will handle the shipping and handling cost to deliver the item. The person checking the item out is responsible for the return. If the item is lost or not returned the company will be charged for a replacement.

4. How long can I borrow an item?

Three weeks. If the item is not timely returned or lost, the Minnesota Trucking Association will charge the borrower to purchase a replacement.

5. How many titles can I borrow?

You may borrow up to three titles at a time and may choose to pick your order up at the MTA office in Roseville or choose to have your order delivered to you via standard mail.

Items are to be returned to
Minnesota Trucking Association
2277 Highway 36 West #302
Roseville, MN 55113

Because of potential delay in mail service there will be a two (2) to three (3) day grace period in the return of all resource materials.

Minnesota Trucking Association
Member Lending Library Check-Out Form

For Management/Employees

Title	Format	Length
o 7 Things Never to Say to Your Customers.....	DVD	20 min.
o Accident Prevention Manual Administration & Programs.....	Book	836 pgs.
o A Supervisor's Guide to Reasonable Suspicion Testing.....	DVD	20 min.
o Beyond Workers Comp.....	Book	99 pgs.
o Safety Culture & Effective Safety Management.....	Book	450 pgs.
o Safety Metrics.....	Book	208 pgs.

For the Driver/Safety Meetings

Title	Format	Length
o Alcohol & Drug Testing: Driver Awareness Trainign.....	DVD	25 min.
o Back Safety (7 Minutes Solutions Series).....	DVD	30 min.
o Backing Techniques (Master Driver Series).....	DVD	16 min.
o D&A Testing & Training Driver Awareness Program*.....	DVD	25 min.
o Driver Fatigue (7 Minutes Solutions Series).....	DVD	7 min.
o Extreme Weather Driving (Master Driver Series).....	DVD	14 min.
o Fixed Object Collisions (Master Driver Series).....	DVD	22 min.
o Hazmat Drivers: Training for Safe Transport.....	DVD	28 min.
o Hours of Service: A Driver's Guide.....	DVD	20 min.
o Improving Tire Performance Through Driver Awareness (Bridgestone).....	Video	9 min.
o Road Rage.....	Video	21 min.
o Roadside Inspections: A Driver's Guide.....	DVD	20 min.
o Security & the Driver.....	Video	12 min.
o Slips, Trips & Falls.....	Video	15 min.
o Speed and Space Management (Master Driver Series).....	DVD	11 min.
o Vehicle Inspections (Master Driver Series).....	DVD	12 min.
o What Drivers Can Do To Save Fuel (Bridgestone Series).....	Video	9 min.

General Purpose

Title	Format	Length
o Safely Sharing the Road with Big Trucks.....	DVD	12 min.

For the Maintenance Department

Title	Format	Length
o Heavy-Duty Starting and Charging System Diagnostics.....	Video	45 min.
o S-Cam Brake Adjustment.....	Video	17 min.
o Saving Through Reducing Irregular Wear (Bridgestone Series).....	Videp	27 min.
o Saving Through Scrap Tire Analysis (Bridgestone Series).....	Video	27 min.
o Technician Guidelines for Antilock Braking Systems.....	Video	24 min.
o Tire Pre-Trip Inspection Guidelines.....	Video	19 min.
o Tire Repair Failure Analysis.....	Video	25 min.
o Truck Tire Mounting for Customer Satisfaction (Bridgestone Series).....	Video	15 min.
o Wheel and Rim Inspection.....	Video	25 min.

- o Why Put Air in Your Tires? (Bridgestone Series).....Video 9 min.

Brochures/Handouts (available in quantities free of charge)

Title	Quantity Needed
o 9 Myths about Safety Belts for Truck Drivers	_____
o Transporting Agricultural Products Safely	_____
o Load Securement: Requirements for Safe Loading of Vehicles	_____

To borrow an item in the MTA Lending Library, just check the box of the item you are interested in and complete the form below. You can fax your request to the MTA at 651-641-8995 or deliver it in person. Up to three titles can be rented at a time.

Name _____

Company _____

Mailing Address _____

City, State, Zip _____

Phone _____ E-mail _____

Signature _____

By signing this form you agree to the terms of the MTA Lending Library.

2277 Highway 36 West #302 • Roseville, Minnesota 55113
 Ph: (651) 646-7351 Fax: (651) 641-8995 • Email: mta@mntruck.org