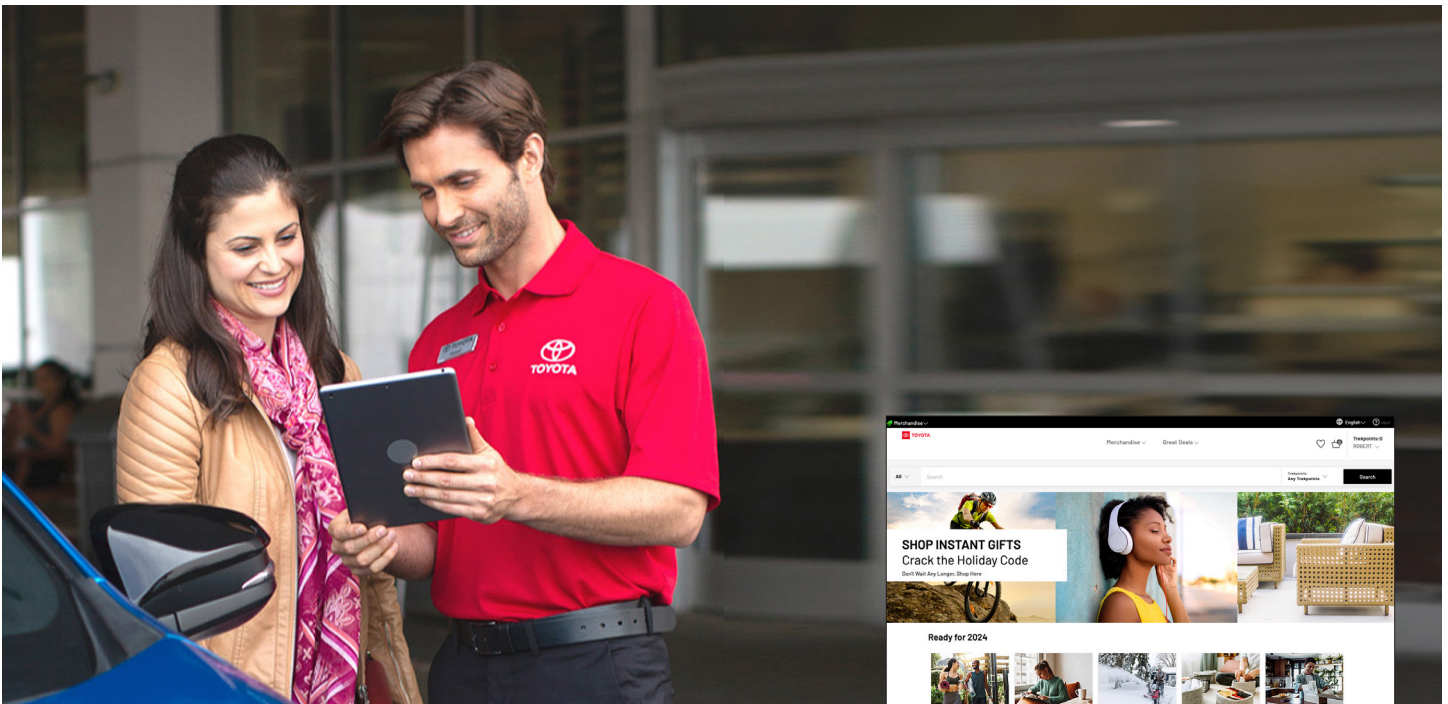


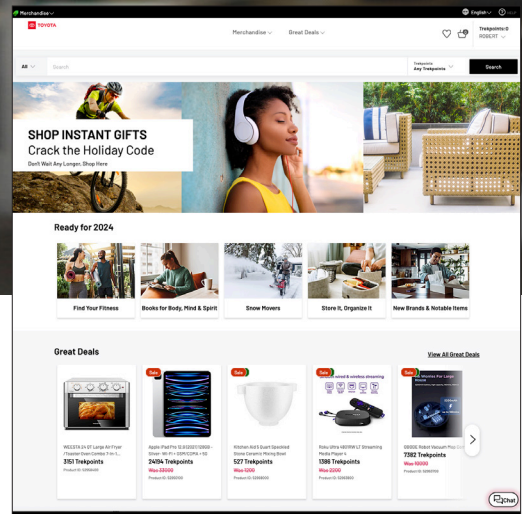
Earn Trekpoints for Every TFA Delivery!

Toyota dealerships that are enrolled in the Toyota Fleet Advantage (TFA) program can deliver vehicles to the drivers of commercial and government fleets.¹ Each TFA dealership assigns a Fleet Manager and one or more TFA Professional in StaffMaster. Online training eModules specific to those roles are also available to help the program succeed.



Earn Trekpoints for every TFA delivery performed!

The program is available only to TFA dealership associates with a 008 (Fleet Manager) or 149 (TFA Professional) job code in StaffMaster. This document explains how to submit those deliveries in Toyota Engage Hub.



Note: You must submit your TFA Delivery information on Engage Hub in order to be eligible for Trekpoints. Use the handy worksheet provided at the end of this document if you cannot submit your deliveries right away, and submit your deliveries when you can log in to Engage Hub. Deliveries after January 1, 2024 are eligible.

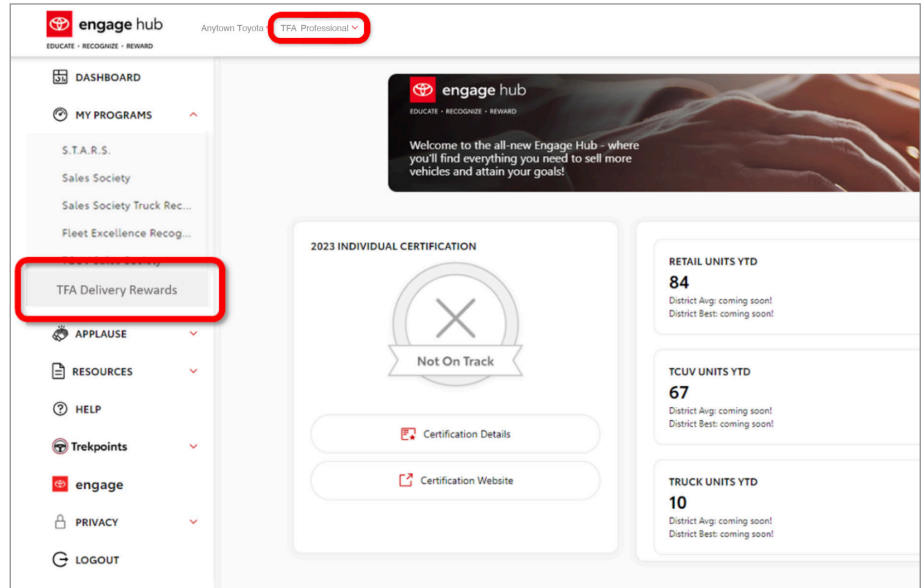
FOR MORE INFORMATION Feel free to visit fleet.TOYOTA.com to learn more. You can also contact us at 1.800.732.2798 to learn more about the amazing benefits of TFA for your dealership.

¹The TFA program is available to Toyota dealerships throughout the continental United States.

LOG IN TO ENGAGE HUB

To submit one or more TFA deliveries:

1. Log in to **Engage Hub** through Dealer Daily.
2. Next to your dealership name at the top, select your Fleet-related job code (**Fleet Manager** or **TFA Professional**).
3. Under **MY PROGRAMS**, select **TFA Delivery Rewards**.



SUBMITTING A COURTESY DELIVERY

The TFA Delivery Rewards page shows you all the TFA vehicles assigned to your dealership, including those already delivered. You can:

- Submit courtesy delivery information to be eligible for Trekpoints.
- Page back and forth and sort up/down by VIN, Model, etc. to help you find a specific vehicle.
- Review the status of submissions for deliveries related to those vehicles.
- Download the information as an Excel or PDF file.

To submit a delivery, click **Submit New** under that vehicle's **Status**. Note that you might need to page forward to find a specific vehicle.

Toyota Fleet Advantage Delivery Rewards

The list below includes all Toyota Fleet Advantage (TFA) vehicles assigned to your Dealership. Remember, you earn Trekpoints for every TFA VIN you deliver and submit through TFA Delivery Rewards! All submissions are reviewed for approval at the end of each month. Your dealership must be part of the TFA program to be eligible. Trekpoints may take 3-5 business days to appear in your Trekpoints account once your submission has been approved.

[PDF](#) [CSV](#)

VIN	Model	Vehicle Arrival Date	Submission Date	Status
JTDACAAU1R3019512	2024 Prius Hybrid	01/11/2024	01/14/2024	Approved
7MUFBAG7RV020010	2024 Corolla Cross Hybrid XSE	01/10/2024	01/11/2024	Submitted
4TKG1AK1R0881953	2024 Camry	01/15/2024	01/24/2024	Submitted
5TDJRKEC9R5188567	2024 5406	01/05/2024		Submit New
2T3P1RFV3RW423831	2024 Toyota Rav4	01/05/2024	01/24/2024	Submitted
2T3MWRVF7RW197510	2024 4435	01/04/2024	01/24/2024	Submitted
2T3RWRVFVXRW197751	2024 RAV4 HV 5Dr. Wagon XLE Hybrid 4WD	01/09/2024	01/24/2024	Submitted
2T3W1RFV8RW307486	2024 RAV4 5Dr. Wagon XLE	01/13/2024	01/25/2024	Submitted
5TDBBRCR0R5139483	2024 HIGHLANDER 4Dr. Wagon LE 4WD	01/03/2024	01/25/2024	Submitted
2T3H1RFV6RW311304	2024 AVALON 4Dr. Sedan TOURING V6	01/03/2024	01/24/2024	Submitted

Note: The screenshots shown in this document are for illustration purposes only. The production site may look different.

ENTERING COURTESY DELIVERY INFORMATION

On this page, you'll enter the information for a specific TFA delivery. VIN and Model are automatically populated.

Make sure the information you enter is correct and then click **Next**.

Confirm your delivery information. If you make a mistake, click **Go Back** to make corrections. Click **Submit** when you are ready.

Field	Value
Driver's First Name	First Name
Driver's Last Initial	L
Courtesy Delivery Date (MM/DD/YYYY)	1/03/24
Pickup Type	Assigned Driver
Driver's Company	Assigned Driver's Company

VERIFYING DELIVERY SUBMISSIONS

Once you submit a courtesy delivery, you'll be returned to the **Toyota Fleet Advantage Delivery Rewards** page.

The Status of the vehicle that you just submitted should now be listed as **Submitted**. The **Submission Date** should also reflect what you entered.

If you have more deliveries to submit, simply repeat the process for each delivery.

Come back here later to check the status of your deliveries. You'll receive your Trekpoints into your account after your deliveries are approved.²

Toyota Fleet Advantage Delivery Rewards

The list below includes all Toyota Fleet Advantage (TFA) vehicles assigned to your Dealership. Remember, you earn Trekpoints for every TFA VIN you deliver and submit through TFA Delivery Rewards! All submissions are reviewed for approval at the end of each month. Your dealership must be part of the TFA program to be eligible. Trekpoints may take 3-5 business days to appear in your Trekpoints account once your submission has been approved.

[Download PDF](#) [Download CSV](#)

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5TDJRKEC9RS188567	2024 5406	01/05/2024	01/24/2024	Submitted
2T3P1RFV3RW423831	2024 Toyota Rav4	01/05/2024	01/24/2024	Submitted
2T3MWRVF7RW197510	2024 4435	01/04/2024	01/24/2024	Submitted
2T3RWRVF7RW197751	2024 RAV4 HV 5Dr. Wagon XLE Hybrid 4WD	01/09/2024	01/24/2024	Submitted
2T3W1RFV8RW307486	2024 RAV4 5Dr. Wagon XLE	01/13/2024	01/25/2024	Submitted

Note: If you perform any TFA deliveries and cannot submit them right away, you can record the deliveries using the worksheet on the next page.

²Submissions are reviewed monthly. Some submissions may not be approved.

