**WTD MOBILE WORKERS WEEKLY RECORDED HOURS** DRIVERS NAME:

DAY/ CLIENT DATE START FINISH TOTAL BREAK SUB TOTAL LESS TOTAL DAILY

 TIME TIME HOURS HOURS POA HOURS WORKED

**PERIODS OF AVAILABLITY**

Key example:

Double manning, accompanying train/ ferry crossing.

Waiting for someone else to load/ unload.

Delays at Customer Premises.

Delay driver departure.

Vehicle breakdown.

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| SUNDAYClient: |  |  |  |  |  |  |  |  |
| MONDAYClient: |  |  |  |  |  |  |  |  |
| TUESDAYClient: |  |  |  |  |  |  |  |  |
| WEDNESDAYClient: |  |  |  |  |  |  |  |  |
| THURSDAYClient: |  |  |  |  |  |  |  |  |
| FRIDAYClient: |  |  |  |  |  |  |  |  |
| SATURDAYClient: |  |  |  |  |  |  |  |  Driving/ other  Rest Work   P.O.A. Driving   |

 Total hours

 Total weekly Total hours

 POA Worked

OFFICE USE:

Logged

 **PLEASE RETURN TO US AT: 49 HIGH STREET HODDESDON, EN11 8TA OR FAX: 01992 478977 or INFO@GRAFTERSRECRUIT.CO.UK**

**Declaration A**

In order to comply with the provisions of the Road Transport Regulations, I can confirm that I am not currently engaged in any work commitments other than my employment with **Grafters Recruit Ltd.**

I will formally advise the above if this changes and if I work for anyone else in the future, whatever the nature of that work may be.

Signed:

Print name:

Date:

**Declaration B**

In order to comply with the provisions of the Road Transport Regulations, I confirm that I currently have work commitments as follows:

Name of Employer:

Contract name:

Address:

Phone Number:

Nature of Business: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Nature of my work:

Expected number of hours to be worked each week:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signed:

Print name:

Date:

**EMPLOYEE DECLARATION**

Please complete either A or B and return this declaration to our office.

Week #