

TIME SHEET



113, 3825 34th Street NE
 Calgary, Alberta T1Y 6Z8
 Beside Whitehorn Station LRT Station
 Phone: (403) 301-0260
 Fax:(403)291-0854

200 8749 53 Ave NW
 Edmonton, AB T6E 5E9
 Phone: (780) 454-9800
 Fax:(780)454-1490

Date	Time In	Meal Break	Time Out	Hours Worked	Overtime Hours	Client OT Approval
Mon						
Tue						
Wed						
Thu						
Fri						
Sat						
Sun						
Total Hours To Nearest 1/4 Hours						

Customer Name	Location
Employee Name	
Date	CUST. REF#

I certify that the hours shown represent my total hours worked and are correct, and that they were verified by the customer or by authorized representative. I also certify that I performed no duties which I have not read the hazards for in AHH manual or was made aware of.

EMPLOYEE'S SIGNATURE

I certify that the hours shown above are correct, and that the employee performed satisfactory.

I agree to terms and conditions on the reverse side.

SIGNATURE OF AUTHORIZED CUSTOMER ONLY

- DOES EVERYONE ON THE WORKSITE WEAR APPROPRIATE PPE?
- WERE HAZARDS COMMUNICATED TO YOU BY A HELPING HAND?
- DID YOU PERFORM ANY WORK THAT YOU WERE NOT TRAINED TO PERFORM?
- WAS THERE ANY INCIDENTS OR NEAR MISSES WE SHOULD KNOW ABOUT?

<input type="checkbox"/> YES	<input type="checkbox"/> NO
<input type="checkbox"/> YES	<input type="checkbox"/> NO
<input type="checkbox"/> YES	<input type="checkbox"/> NO
<input type="checkbox"/> YES	<input type="checkbox"/> NO

APPT# _____ P.O.# _____

DO YOU NEED THE WORKER(S) TO RETURN? YES NO

CARRIER: _____ TRAILER# _____

DATE _____

PIECE COUNT _____

NO. OF WORKERS _____

DAMAGED GOODS _____ YES NO

TIME NEEDED _____