

Examples of Records of Duty Daily Form

The examples provided are of the expected documentation. Please remember to submit **30 days'** worth of **one driver's** Records of Duty.

Drivers Daily Log

(24 hours)

____ / ____ / ____
(month) (day) (year)

Original - File at home terminal.

Duplicate - Driver retains in his/her possession for 8 days.

From: _____

To: _____

	Mid-night	1	2	3	4	5	6	7	8	9	10	11	Noon	1	2	3	4	5	6	7	8	9	10	11	Total Hours
1. Off Duty																									
2. Sleeper Berth																									
3. Driving																									
4. On Duty (not driving)																									

	Mid-night	1	2	3	4	5	6	7	8	9	10	11	Noon	1	2	3	4	5	6	7	8	9	10	11	
Remarks																									

Shipping

Documents:

DVL or Manifest No.
or

Shipper & Commodity

Enter name of place you reported and where released from work and when and where each change of duty occurred.

Use time standard of home terminal.

Recap: Complete at end of day	70 Hour/ 8 Day Drivers	A.	B.	C.	60 Hour/ 7 Day Drivers	A.	B.	C.	*If you took 34 consecutive hours off duty you have 60/70 hours available
On duty hours today, Total lines 3 & 4		A. Total hours on duty last 7 days including today.	B. Total hours available tomorrow 70 hr. minus A*	C. Total hours on duty last 5 days including today.		A. Total hours on duty last 8 days including today.	B. Total hours available tomorrow 60 hr. minus A*	C. Total hours on duty last 7 days including today.	

_____ Total Miles Driving Today	_____ Total Mileage Today
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_____ Truck/Tractor and Trailer Numbers or License Plate(s)/State (show each unit)
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Name of Carrier or Carriers

Main Office Address

Home Terminal Address