



Job Docket

| | | | | | | | | | | |
|--|-------------|-------------------------------|----------|----------------------|-----------------|-------------|------------|-------------------------|---------------------|--|
| FROM (SENDER) | | | | TO (RECIEVER) | | | | | | |
| Name: | | | | Name: | | | | | | |
| Address: | | | | Address: | | | | | | |
| Access: | | | | Access: | | | | | | |
| Phone: | | | | Phone: | | | | | | |
| CHARGE PAYABLE TO | | | | DETAILS | | | | | | |
| | | | | R/Plan: | | Account: | | | | |
| | | | | Waybill: | | Volume: | | | | |
| | | | | Order: | | Package: | | | | |
| | | | | Container(s): | | Type: | | | | |
| DATE | TIME | DESCRIPTION | | | COMMENT | | | | | |
| | | | | | | | | | | |
| SPECIAL INSTRUCTION | | DESCRIPTION OF SERVICE | | | Qt | Rate | Tax | Total (Inc) | | |
| | | | | | | | | | | |
| SITE RISK ASSESSMENT | | UPLIFT | | | DELIVERY | | | CONTROL MEASURES | TRAVEL TIMES | |
| Hazard/Risk (circle hazard or risk) | | Y | N | NA | Y | N | NA | | Work start | |
| Slip / trip / fall | | | | | | | | | Depart Depot | |



| | | | | | | | | | |
|--|--|--|--|--|--|---|--|-----------------------|--|
| Awkward / irregular items | | | | | | | | Arrive Residence | |
| Traffic / parking / loading | | | | | | | | Depart Residence | |
| Power lines / eaves / trees | | | | | | | | Arrive Depot | |
| Fences / Stairs / Balcony / Railings | | | | | | | | Morning Break start | |
| Other (Children / Pets / Biological / etc | | | | | | | | Morning Break end | |
| <p>If a risk is identified, ensure that either: The customer controls the risk; and/or The Company has considered the risk and applied safety controls. Record the control measures on the right-hand side of the table above or if extra space required on the back of this form.</p> <p>Team Leader Signature:</p> | | | | | | | | Lunch Break start | |
| | | | | | | | | Lunch Break end | |
| | | | | | | | | Afternoon Break start | |
| | | | | | | | | Afternoon Break end | |
| | | | | | | | | Work end | |
| MATERIALS | | | | | | | | EST | |
| | | | | | | | | | |
| UPLIFT | | | | | | DELIVERY | | | |
| <p>I hereby declare that I have received the CONTRACT FOR REMOVALS AND STORAGE. I have checked my residence ensure all items have been collected.</p> <p>Signed:</p> <p>Date: / /</p> | | | | | | <p>I hereby declare that I have received the above in good order and condition and unpacked to my satisfaction.</p> <p>Signed:</p> <p>Date: / /</p> | | | |