

# **Picture Process Map (PPM)**

## **Transportation Trip Sheets (AZ)**

### PURPOSE

This Picture Process Map (PPM) aims to provide Goodwill Transportation Drivers with a guide on appropriately filling out trip sheets. These sheets are a record-keeping tool that helps drivers manage various aspects of transportation operations, such as hours of service compliance, fuel consumption, load information, routing, and proof of delivery.

### GLOSSARY

**Dispatcher-** team member responsible for coordinating and managing the movement of goods within the Retail Operations Center (ROC).

**Tonnage-** refers to the total weight of cargo that a truck can carry.

#### Required Documents and Materials

- Loops and RDC Driver Trip Sheet
- Trailer Swap Driver Trip Sheet
- Roll-off Driver Trip Sheet
- Fuel receipts
- Bill of Lading (Roll-Off Driver)
- Pen

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# Loop and RDC Driver Trip Sheet

- Write this information at the beginning of your trip. At the topmost section of the Loop and RDC Driver Trip Sheet, fill out your name, date, truck number, start time, and start odometer. See the example below.

| Loop and RDC Driver Trip Sheet |              |                         |        |                            |           |                 |       |                               |         |                     |   |   |   |   |          |                         |     |         |       |          |    |        |
|--------------------------------|--------------|-------------------------|--------|----------------------------|-----------|-----------------|-------|-------------------------------|---------|---------------------|---|---|---|---|----------|-------------------------|-----|---------|-------|----------|----|--------|
| Truck <b>294943</b>            |              | Trailer _____           |        |                            |           |                 |       |                               |         |                     |   |   |   |   |          | Date: <b>02/01/2024</b> |     |         |       |          |    |        |
| Loop _____                     |              | Driver: <b>John Doe</b> |        | Start time: <b>6:00 AM</b> |           | End time: _____ |       | Start Odometer: <b>200622</b> |         | End Odometer: _____ |   |   |   |   |          |                         |     |         |       |          |    |        |
| Stop                           | Type         | Store #                 | Dock # | Time In                    | Time Out  | MTs             | As-ls | Product (circle one)          | C       | L                   | M | S | B | E | Furn. GL | Loose                   | C/B | Plastic | Metal | Seasonal | NG | Supply |
| 1                              | Drop         |                         |        |                            |           |                 |       | Raw Pulls                     |         |                     |   |   |   |   |          |                         |     |         |       |          |    |        |
|                                | P/U          |                         |        |                            |           |                 |       | Raw Pulls                     |         |                     |   |   |   |   |          |                         |     |         |       |          |    |        |
|                                | Dock Arrival |                         |        | Time In:                   | Time Out: |                 |       | Raw Pulls                     |         |                     |   |   |   |   |          |                         |     |         |       |          |    |        |
|                                | Mileage      |                         |        |                            |           |                 |       |                               | Payload |                     |   |   |   |   |          |                         |     |         |       |          |    |        |
| 2                              | Drop         |                         |        |                            |           |                 |       | Raw Pulls                     |         |                     |   |   |   |   |          |                         |     |         |       |          |    |        |
|                                | P/U          |                         |        |                            |           |                 |       | Raw Pulls                     |         |                     |   |   |   |   |          |                         |     |         |       |          |    |        |
|                                | Dock Arrival |                         |        | Time In:                   | Time Out: |                 |       | Raw Pulls                     |         |                     |   |   |   |   |          |                         |     |         |       |          |    |        |
|                                | Mileage      |                         |        |                            |           |                 |       |                               | Payload |                     |   |   |   |   |          |                         |     |         |       |          |    |        |
| 3                              | Drop         |                         |        |                            |           |                 |       | Raw Pulls                     |         |                     |   |   |   |   |          |                         |     |         |       |          |    |        |
|                                | P/U          |                         |        |                            |           |                 |       | Raw Pulls                     |         |                     |   |   |   |   |          |                         |     |         |       |          |    |        |
|                                | Dock Arrival |                         |        | Time In:                   | Time Out: |                 |       | Raw Pulls                     |         |                     |   |   |   |   |          |                         |     |         |       |          |    |        |
|                                | Mileage      |                         |        |                            |           |                 |       |                               | Payload |                     |   |   |   |   |          |                         |     |         |       |          |    |        |
| 4                              | Drop         |                         |        |                            |           |                 |       | Raw Pulls                     |         |                     |   |   |   |   |          |                         |     |         |       |          |    |        |
|                                | P/U          |                         |        |                            |           |                 |       | Raw Pulls                     |         |                     |   |   |   |   |          |                         |     |         |       |          |    |        |
|                                | Dock Arrival |                         |        | Time In:                   | Time Out: |                 |       | Raw Pulls                     |         |                     |   |   |   |   |          |                         |     |         |       |          |    |        |
|                                | Mileage      |                         |        |                            |           |                 |       |                               | Payload |                     |   |   |   |   |          |                         |     |         |       |          |    |        |
| 5                              | Drop         |                         |        |                            |           |                 |       | Raw Pulls                     |         |                     |   |   |   |   |          |                         |     |         |       |          |    |        |
|                                | P/U          |                         |        |                            |           |                 |       | Raw Pulls                     |         |                     |   |   |   |   |          |                         |     |         |       |          |    |        |
|                                | Dock Arrival |                         |        | Time In:                   | Time Out: |                 |       | Raw Pulls                     |         |                     |   |   |   |   |          |                         |     |         |       |          |    |        |
|                                | Mileage      |                         |        |                            |           |                 |       |                               | Payload |                     |   |   |   |   |          |                         |     |         |       |          |    |        |
| 6                              | Drop         |                         |        |                            |           |                 |       | Raw Pulls                     |         |                     |   |   |   |   |          |                         |     |         |       |          |    |        |
|                                | P/U          |                         |        |                            |           |                 |       | Raw Pulls                     |         |                     |   |   |   |   |          |                         |     |         |       |          |    |        |
|                                | Dock Arrival |                         |        | Time In:                   | Time Out: |                 |       | Raw Pulls                     |         |                     |   |   |   |   |          |                         |     |         |       |          |    |        |
|                                | Mileage      |                         |        |                            |           |                 |       |                               | Payload |                     |   |   |   |   |          |                         |     |         |       |          |    |        |

Obtained fuel? \_\_\_\_\_ Number of gallons: \_\_\_\_\_ Submit the receipt to Dispatch! Comments: \_\_\_\_\_

Lunch Break: \_\_\_\_\_ Driver Sign-Off: \_\_\_\_\_ Supervisor Sign-Off: \_\_\_\_\_

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# Loop and RDC Driver Trip Sheet

2. Depending on the day, you can have as many as seven stops or fewer than that. **First, indicate whether the stop is a Drop or a pick-up (P/U).** With each stop, you are going to write the following:

- a. Store number
- b. Time in
- c. Time out
- d. MTs (if any)
- e. As-Is (if any)
- f. Product type (Raw or Pull)
- g. And the number of Gaylords that are either C, L, M, S, B, E, Furn. GL, Loose, C/B (cardboard), Plastic, Metal, Seasonal, NG (New Goods), or Supply.

| Truck _____ Trailer _____ |         | Loop and RDC Driver Trip Sheet |        |                   |          |                 |       |                       |   |                     |   |   |   |   |          | Date: _____ |     |         |       |          |    |        |
|---------------------------|---------|--------------------------------|--------|-------------------|----------|-----------------|-------|-----------------------|---|---------------------|---|---|---|---|----------|-------------|-----|---------|-------|----------|----|--------|
| Loop _____                |         | Driver: _____                  |        | Start time: _____ |          | End time: _____ |       | Start Odometer: _____ |   | End Odometer: _____ |   |   |   |   |          |             |     |         |       |          |    |        |
| Stop                      | Type    | Store #                        | Dock # | Time In           | Time Out | MTs             | As-Is | Product (circle one)  | C | L                   | M | S | B | E | Furn. GL | Loose       | C/B | Plastic | Metal | Seasonal | NG | Supply |
| 1                         | Drop    | 087                            |        | 8:40              | 9:15     |                 |       | Raw                   | 9 |                     |   |   |   |   | 2        |             |     |         |       |          |    |        |
|                           | P/U     |                                |        |                   |          |                 |       | Raw                   |   |                     |   |   |   |   |          |             |     |         |       |          |    |        |
|                           | Dock    |                                |        |                   |          |                 |       | Pulls                 |   |                     |   |   |   |   |          |             |     |         |       |          |    |        |
|                           | Arrival |                                |        |                   |          |                 |       | Pulls                 |   |                     |   |   |   |   |          |             |     |         |       |          |    |        |
|                           | Mileage |                                |        |                   |          |                 |       | Payload               |   |                     |   |   |   |   |          |             |     |         |       |          |    |        |
| 2                         | Drop    |                                |        |                   |          |                 |       | Raw                   |   |                     |   |   |   |   |          |             |     |         |       |          |    |        |
|                           | P/U     |                                |        |                   |          |                 |       | Raw                   |   |                     |   |   |   |   |          |             |     |         |       |          |    |        |
|                           | Dock    |                                |        |                   |          |                 |       | Pulls                 |   |                     |   |   |   |   |          |             |     |         |       |          |    |        |
|                           | Arrival |                                |        |                   |          |                 |       | Pulls                 |   |                     |   |   |   |   |          |             |     |         |       |          |    |        |
|                           | Mileage |                                |        |                   |          |                 |       | Payload               |   |                     |   |   |   |   |          |             |     |         |       |          |    |        |
| 3                         | Drop    |                                |        |                   |          |                 |       | Raw                   |   |                     |   |   |   |   |          |             |     |         |       |          |    |        |
|                           | P/U     |                                |        |                   |          |                 |       | Raw                   |   |                     |   |   |   |   |          |             |     |         |       |          |    |        |
|                           | Dock    |                                |        |                   |          |                 |       | Pulls                 |   |                     |   |   |   |   |          |             |     |         |       |          |    |        |
|                           | Arrival |                                |        |                   |          |                 |       | Pulls                 |   |                     |   |   |   |   |          |             |     |         |       |          |    |        |
|                           | Mileage |                                |        |                   |          |                 |       | Payload               |   |                     |   |   |   |   |          |             |     |         |       |          |    |        |
| 4                         | Drop    |                                |        |                   |          |                 |       | Raw                   |   |                     |   |   |   |   |          |             |     |         |       |          |    |        |
|                           | P/U     |                                |        |                   |          |                 |       | Raw                   |   |                     |   |   |   |   |          |             |     |         |       |          |    |        |
|                           | Dock    |                                |        |                   |          |                 |       | Pulls                 |   |                     |   |   |   |   |          |             |     |         |       |          |    |        |
|                           | Arrival |                                |        |                   |          |                 |       | Pulls                 |   |                     |   |   |   |   |          |             |     |         |       |          |    |        |
|                           | Mileage |                                |        |                   |          |                 |       | Payload               |   |                     |   |   |   |   |          |             |     |         |       |          |    |        |
| 5                         | Drop    |                                |        |                   |          |                 |       | Raw                   |   |                     |   |   |   |   |          |             |     |         |       |          |    |        |
|                           | P/U     |                                |        |                   |          |                 |       | Raw                   |   |                     |   |   |   |   |          |             |     |         |       |          |    |        |
|                           | Dock    |                                |        |                   |          |                 |       | Pulls                 |   |                     |   |   |   |   |          |             |     |         |       |          |    |        |
|                           | Arrival |                                |        |                   |          |                 |       | Pulls                 |   |                     |   |   |   |   |          |             |     |         |       |          |    |        |
|                           | Mileage |                                |        |                   |          |                 |       | Payload               |   |                     |   |   |   |   |          |             |     |         |       |          |    |        |
| 6                         | Drop    |                                |        |                   |          |                 |       | Raw                   |   |                     |   |   |   |   |          |             |     |         |       |          |    |        |
|                           | P/U     |                                |        |                   |          |                 |       | Raw                   |   |                     |   |   |   |   |          |             |     |         |       |          |    |        |
|                           | Dock    |                                |        |                   |          |                 |       | Pulls                 |   |                     |   |   |   |   |          |             |     |         |       |          |    |        |
|                           | Arrival |                                |        |                   |          |                 |       | Pulls                 |   |                     |   |   |   |   |          |             |     |         |       |          |    |        |
|                           | Mileage |                                |        |                   |          |                 |       | Payload               |   |                     |   |   |   |   |          |             |     |         |       |          |    |        |

Obtained fuel? \_\_\_\_\_ Number of gallons: \_\_\_\_\_ Submit the receipt to Dispatch! Comments: \_\_\_\_\_

Lunch Break: \_\_\_\_\_ Driver Sign-Off: \_\_\_\_\_ Supervisor Sign-Off: \_\_\_\_\_

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# Loop and RDC Driver Trip Sheet

## Transportation Trip Sheets

- At the end of the trip, indicate whether fuel was obtained. If yes, write down the number of gallons. Additionally, write the time for the lunch break and any other comments.
- Write the end time and end odometer, and sign off on it. Remember to submit the receipt to the dispatch along with this form.

| Loop and RDC Driver Trip Sheet |              |               |        |               |           |                   |       |                          |   |                       |   |                             |   | Date: _____ |          |         |     |         |       |          |    |        |
|--------------------------------|--------------|---------------|--------|---------------|-----------|-------------------|-------|--------------------------|---|-----------------------|---|-----------------------------|---|-------------|----------|---------|-----|---------|-------|----------|----|--------|
| Truck _____                    |              | Trailer _____ |        | Driver: _____ |           | Start time: _____ |       | End time: <b>2:45 PM</b> |   | Start Odometer: _____ |   | End Odometer: <b>200674</b> |   |             |          |         |     |         |       |          |    |        |
| Stop                           | Type         | Store #       | Dock # | Time In       | Time Out  | MTs               | As-Is | Product (circle one)     | C | L                     | M | S                           | B | E           | Furn. GL | License | C/B | Plastic | Metal | Seasonal | NG | Supply |
| 1                              | Drop         |               |        |               |           |                   |       | Raw Pulls                |   |                       |   |                             |   |             |          |         |     |         |       |          |    |        |
|                                | PU           |               |        |               |           |                   |       | Raw Pulls                |   |                       |   |                             |   |             |          |         |     |         |       |          |    |        |
|                                | Dock Arrival |               |        | Time In:      | Time Out: |                   |       | Raw Pulls                |   |                       |   |                             |   |             |          |         |     |         |       |          |    |        |
|                                | Mileage      |               |        |               |           |                   |       | Payload                  |   |                       |   |                             |   |             |          |         |     |         |       |          |    |        |
| 2                              | Drop         |               |        |               |           |                   |       | Raw Pulls                |   |                       |   |                             |   |             |          |         |     |         |       |          |    |        |
|                                | PU           |               |        |               |           |                   |       | Raw Pulls                |   |                       |   |                             |   |             |          |         |     |         |       |          |    |        |
|                                | Dock Arrival |               |        | Time In:      | Time Out: |                   |       | Raw Pulls                |   |                       |   |                             |   |             |          |         |     |         |       |          |    |        |
|                                | Mileage      |               |        |               |           |                   |       | Payload                  |   |                       |   |                             |   |             |          |         |     |         |       |          |    |        |
| 3                              | Drop         |               |        |               |           |                   |       | Raw Pulls                |   |                       |   |                             |   |             |          |         |     |         |       |          |    |        |
|                                | PU           |               |        |               |           |                   |       | Raw Pulls                |   |                       |   |                             |   |             |          |         |     |         |       |          |    |        |
|                                | Dock Arrival |               |        | Time In:      | Time Out: |                   |       | Raw Pulls                |   |                       |   |                             |   |             |          |         |     |         |       |          |    |        |
|                                | Mileage      |               |        |               |           |                   |       | Payload                  |   |                       |   |                             |   |             |          |         |     |         |       |          |    |        |
| 4                              | Drop         |               |        |               |           |                   |       | Raw Pulls                |   |                       |   |                             |   |             |          |         |     |         |       |          |    |        |
|                                | PU           |               |        |               |           |                   |       | Raw Pulls                |   |                       |   |                             |   |             |          |         |     |         |       |          |    |        |
|                                | Dock Arrival |               |        | Time In:      | Time Out: |                   |       | Raw Pulls                |   |                       |   |                             |   |             |          |         |     |         |       |          |    |        |
|                                | Mileage      |               |        |               |           |                   |       | Payload                  |   |                       |   |                             |   |             |          |         |     |         |       |          |    |        |
| 5                              | Drop         |               |        |               |           |                   |       | Raw Pulls                |   |                       |   |                             |   |             |          |         |     |         |       |          |    |        |
|                                | PU           |               |        |               |           |                   |       | Raw Pulls                |   |                       |   |                             |   |             |          |         |     |         |       |          |    |        |
|                                | Dock Arrival |               |        | Time In:      | Time Out: |                   |       | Raw Pulls                |   |                       |   |                             |   |             |          |         |     |         |       |          |    |        |
|                                | Mileage      |               |        |               |           |                   |       | Payload                  |   |                       |   |                             |   |             |          |         |     |         |       |          |    |        |
| 6                              | Drop         |               |        |               |           |                   |       | Raw Pulls                |   |                       |   |                             |   |             |          |         |     |         |       |          |    |        |
|                                | PU           |               |        |               |           |                   |       | Raw Pulls                |   |                       |   |                             |   |             |          |         |     |         |       |          |    |        |
|                                | Dock Arrival |               |        | Time In:      | Time Out: |                   |       | Raw Pulls                |   |                       |   |                             |   |             |          |         |     |         |       |          |    |        |
|                                | Mileage      |               |        |               |           |                   |       | Payload                  |   |                       |   |                             |   |             |          |         |     |         |       |          |    |        |

Obtained fuel? **Yes** Number of gallons: **84** Submit the receipt to Dispatch! Comments: \_\_\_\_\_  
 Lunch Break: **11:50-12:20** Driver Sign-Off: **John Doe** Supervisor Sign-Off: **Jane Smith**

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### Fuel Receipt Example

```

QUIKTRIP #00444
1155 N. 51st. Ave
Phoenix, AZ

Date: 01/30/24
Time: 07:38PM
Auth# 495558
PD Seq #: 03811
Odometer: 38691
WEX

Entry: Chip Read
APP: QUIKTRIP
Mode: Issuer
AID: A0000007681010
TVR: 0000000000
TSI: E000
IAD: 0FA512AA10B00200
0000000000000000
0F01030000000000
0000000000000000

Acct #
*****4941

Pump Gallons Price
11 84.001 $ 3.799
Product: DIESEL

-----
Total: $319.12

DIESEL TAX RATE
26 CENTS
Thank You for
Shopping QuikTrip!
Please Come Back
Again!!
    
```

# Loop and RDC Driver Trip Sheet

Below is an example of a completed Loop and RDC Driver Trip Sheet.

Truck 294943 Trailer \_\_\_\_\_ **Loop and RDC Driver Trip Sheet** Date: 02/01/2024

Loop \_\_\_\_\_ Driver: John Doe Start time: 6:00 AM End time: 2:45 PM Start Odometer: 200622 End Odometer: 200674

| Stop    | Type    | Store # | Dock # | Time In | Time Out | MTs | As-Is   | Product (circle one) | C     | L  | M | S | B | E | Furn. GL | Loose | C/B | Plastic | Metal | Seasonal | NG | Supply |
|---------|---------|---------|--------|---------|----------|-----|---------|----------------------|-------|----|---|---|---|---|----------|-------|-----|---------|-------|----------|----|--------|
| 1       | Drop    | 087     |        | 8:40    | 9:15     |     |         | Raw                  | Pulls | 9  |   |   |   |   |          |       |     |         |       |          |    |        |
|         | P/U     |         |        |         |          |     |         | Raw                  | Pulls |    |   |   |   |   |          |       |     |         |       |          |    |        |
|         | Dock    |         |        |         |          |     |         | Raw                  | Pulls |    |   |   |   |   |          |       |     |         |       |          |    |        |
|         | Arrival |         |        |         |          |     |         | Raw                  | Pulls |    |   |   |   |   |          |       |     |         |       |          |    |        |
| Mileage | 200630  |         |        |         |          |     | Payload |                      |       |    |   |   |   |   |          |       |     |         |       |          |    |        |
| 2       | Drop    | 189     |        | 9:35    | 10:05    |     |         | Raw                  | Pulls | 9  | 9 |   |   | 1 |          |       |     |         |       |          |    |        |
|         | P/U     |         |        |         |          |     |         | Raw                  | Pulls |    |   |   |   |   |          |       |     |         |       |          |    |        |
|         | Dock    |         |        |         |          |     |         | Raw                  | Pulls |    |   |   |   |   |          |       |     |         |       |          |    |        |
|         | Arrival |         |        |         |          |     |         | Raw                  | Pulls |    |   |   |   |   |          |       |     |         |       |          |    |        |
| Mileage | 200639  |         |        |         |          |     | Payload |                      |       |    |   |   |   |   |          |       |     |         |       |          |    |        |
| 3       | Drop    | 102     |        | 10:25   | 10:50    |     |         | Raw                  | Pulls | 15 |   |   |   |   |          |       |     |         |       |          |    |        |
|         | P/U     |         |        |         |          |     |         | Raw                  | Pulls |    |   |   |   |   |          |       |     |         |       |          |    |        |
|         | Dock    |         |        |         |          |     |         | Raw                  | Pulls |    |   |   |   |   |          |       |     |         |       |          |    |        |
|         | Arrival |         |        |         |          |     |         | Raw                  | Pulls |    |   |   |   |   |          |       |     |         |       |          |    |        |
| Mileage | 200648  |         |        |         |          |     | Payload |                      |       |    |   |   |   |   |          |       |     |         |       |          |    |        |
| 4       | Drop    | 093     |        | 10:55   | 11:30    |     |         | Raw                  | Pulls | 9  |   |   |   | 1 |          |       |     |         |       |          |    |        |
|         | P/U     |         |        |         |          |     |         | Raw                  | Pulls |    |   |   |   |   |          |       |     |         |       |          |    |        |
|         | Dock    |         |        |         |          |     |         | Raw                  | Pulls |    |   |   |   |   |          |       |     |         |       |          |    |        |
|         | Arrival |         |        |         |          |     |         | Raw                  | Pulls |    |   |   |   |   |          |       |     |         |       |          |    |        |
| Mileage | 200651  |         |        |         |          |     | Payload |                      |       |    |   |   |   |   |          |       |     |         |       |          |    |        |
| 5       | Drop    | 055     |        | 12:20   | 12:50    |     |         | Raw                  | Pulls | 9  |   |   |   |   |          |       |     |         |       |          |    |        |
|         | P/U     |         |        |         |          |     |         | Raw                  | Pulls |    |   |   |   |   |          |       |     |         |       |          |    |        |
|         | Dock    |         |        |         |          |     |         | Raw                  | Pulls |    |   |   |   |   |          |       |     |         |       |          |    |        |
|         | Arrival |         |        |         |          |     |         | Raw                  | Pulls |    |   |   |   |   |          |       |     |         |       |          |    |        |
| Mileage | 200653  |         |        |         |          |     | Payload |                      |       |    |   |   |   |   |          |       |     |         |       |          |    |        |
| 6       | Drop    | 189     |        | 1:05    | 2:00     |     | X       | Raw                  | Pulls |    |   |   |   |   |          |       |     |         |       |          |    |        |
|         | P/U     |         |        |         |          |     |         | Raw                  | Pulls |    |   |   |   |   |          |       |     |         |       |          |    |        |
|         | Dock    |         |        |         |          |     |         | Raw                  | Pulls |    |   |   |   |   |          |       |     |         |       |          |    |        |
|         | Arrival |         |        |         |          |     |         | Raw                  | Pulls |    |   |   |   |   |          |       |     |         |       |          |    |        |
| Mileage | 200661  |         |        |         |          |     | Payload |                      |       |    |   |   |   |   |          |       |     |         |       |          |    |        |

Obtained fuel? Yes Number of gallons: 10 Submit the receipt to Dispatch! Comments: \_\_\_\_\_

Lunch Break: 11:50-12:20 Driver Sign-Off: John Doe Supervisor Sign-Off: Jane Smith

*Goodwill*

# Trailer Swap Driver Trip Sheet

1. Write this information at the beginning of your trip. At the topmost section of the Trailer Swap Driver Trip Sheet, fill out your name, tractor number, start time, start odometer, and date. See the example below.

| Trailer Swap Driver Trip Sheet |        |                        |          |                            |               |                 |          |                         |      |
|--------------------------------|--------|------------------------|----------|----------------------------|---------------|-----------------|----------|-------------------------|------|
| Driver: <u>John Doe</u>        |        | Tractor: <u>292903</u> |          | Start time: <u>1:00 AM</u> |               | End time: _____ |          | Date: <u>02/01/2024</u> |      |
| Start Odometer: <u>449581</u>  |        | End Odometer: _____    |          |                            |               |                 |          |                         |      |
| Stop                           | Origin | Time In                | Time Out | Trailer Number             | Drop Location | Time In         | Time Out | Mileage                 | Dock |
| 1                              |        |                        |          |                            |               |                 |          |                         |      |
| 2                              |        |                        |          |                            |               |                 |          |                         |      |
| 3                              |        |                        |          |                            |               |                 |          |                         |      |
| 4                              |        |                        |          |                            |               |                 |          |                         |      |
| 5                              |        |                        |          |                            |               |                 |          |                         |      |
| 6                              |        |                        |          |                            |               |                 |          |                         |      |
| 7                              |        |                        |          |                            |               |                 |          |                         |      |
| 8                              |        |                        |          |                            |               |                 |          |                         |      |
| 9                              |        |                        |          |                            |               |                 |          |                         |      |
| 10                             |        |                        |          |                            |               |                 |          |                         |      |
| 11                             |        |                        |          |                            |               |                 |          |                         |      |
| 12                             |        |                        |          |                            |               |                 |          |                         |      |
| 13                             |        |                        |          |                            |               |                 |          |                         |      |
| 14                             |        |                        |          |                            |               |                 |          |                         |      |
| 15                             |        |                        |          |                            |               |                 |          |                         |      |
| 16                             |        |                        |          |                            |               |                 |          |                         |      |
| 17                             |        |                        |          |                            |               |                 |          |                         |      |
| 18                             |        |                        |          |                            |               |                 |          |                         |      |
| 19                             |        |                        |          |                            |               |                 |          |                         |      |
| 20                             |        |                        |          |                            |               |                 |          |                         |      |

Obtained fuel? \_\_\_\_\_ Number of gallons: \_\_\_\_\_ Submit the receipt to Dispatch! Lunch Break: \_\_\_\_\_

Comments: \_\_\_\_\_

Driver Sign-Off: \_\_\_\_\_ Supervisor Sign-Off: \_\_\_\_\_

*Goodwill*



# Trailer Swap Driver Trip Sheet

- Fill in the stops before the trip. Write the origin, time in at the store, time out from the store, trailer number of the trailer that was picked up, and the drop location. The drop location refers to where the trailer is being dropped. Indicate as well the time in and time out from the drop location and the mileage.

**Trailer Swap Driver Trip Sheet**

Date: \_\_\_\_\_

Driver: \_\_\_\_\_ Tractor: \_\_\_\_\_ Start time: \_\_\_\_\_ End time: \_\_\_\_\_ Start Odometer: \_\_\_\_\_ End Odometer: \_\_\_\_\_

| Stop | Origin | Time In | Time Out | Trailer Number | Drop Location | Time In | Time Out | Mileage | Dock |
|------|--------|---------|----------|----------------|---------------|---------|----------|---------|------|
| 1    | ROC    | 1:00    | 1:30     | 489509-R       | 82            | 4:30    | 4:50     | 449765  |      |
| 2    | 82     | 4:30    | 4:50     | 4889009-S      | ROC           | 7:55    | 8:00     | 449948  | 116  |
| 3    | ROC    | 8:30    | 8:30     | Lot moves      | 525           | 9:10    | 9:25     | 449950  |      |
| 4    | ROC    | 9:10    | 9:25     | 3544L8-R       | 204           | 9:55    | 10:15    | 449986  |      |
| 5    | 204    | 9:55    | 10:15    | 30614-R        | ROC           | 10:55   |          | 450021  | 227  |
| 6    |        |         |          |                |               |         |          |         |      |
| 7    |        |         |          |                |               |         |          |         |      |
| 8    |        |         |          |                |               |         |          |         |      |
| 9    |        |         |          |                |               |         |          |         |      |
| 10   |        |         |          |                |               |         |          |         |      |
| 11   |        |         |          |                |               |         |          |         |      |
| 12   |        |         |          |                |               |         |          |         |      |
| 13   |        |         |          |                |               |         |          |         |      |
| 14   |        |         |          |                |               |         |          |         |      |
| 15   |        |         |          |                |               |         |          |         |      |
| 16   |        |         |          |                |               |         |          |         |      |
| 17   |        |         |          |                |               |         |          |         |      |
| 18   |        |         |          |                |               |         |          |         |      |
| 19   |        |         |          |                |               |         |          |         |      |
| 20   |        |         |          |                |               |         |          |         |      |

Obtained fuel? \_\_\_\_\_ Number of gallons: \_\_\_\_\_ Submit the receipt to Dispatch! Lunch Break: \_\_\_\_\_

Comments: \_\_\_\_\_

Driver Sign-Off: \_\_\_\_\_ Supervisor Sign-Off: \_\_\_\_\_

*Goodwill*

**Note:**  
If the trailer was dropped off at the ROC, write the dock number.

# Trailer Swap Driver Trip Sheet

- At the end of the trip, indicate whether fuel was obtained. If yes, write down the number of gallons. Additionally, write the time for the lunch break and any other comments.
- Write the end time and end odometer, and sign off on it. Remember to submit the receipt to the dispatch along with this form.

**Trailer Swap Driver Trip Sheet** Date: \_\_\_\_\_

Driver: \_\_\_\_\_ Tractor: \_\_\_\_\_ Start time: \_\_\_\_\_ End time: **11:15** Start Odometer: \_\_\_\_\_ End Odometer: **450021**

| Stop | Origin | Time In | Time Out | Trailer Number | Drop Location | Time In | Time Out | Mileage | Dock |
|------|--------|---------|----------|----------------|---------------|---------|----------|---------|------|
| 1    |        |         |          |                |               |         |          |         |      |
| 2    |        |         |          |                |               |         |          |         |      |
| 3    |        |         |          |                |               |         |          |         |      |
| 4    |        |         |          |                |               |         |          |         |      |
| 5    |        |         |          |                |               |         |          |         |      |
| 6    |        |         |          |                |               |         |          |         |      |
| 7    |        |         |          |                |               |         |          |         |      |
| 8    |        |         |          |                |               |         |          |         |      |
| 9    |        |         |          |                |               |         |          |         |      |
| 10   |        |         |          |                |               |         |          |         |      |
| 11   |        |         |          |                |               |         |          |         |      |
| 12   |        |         |          |                |               |         |          |         |      |
| 13   |        |         |          |                |               |         |          |         |      |
| 14   |        |         |          |                |               |         |          |         |      |
| 15   |        |         |          |                |               |         |          |         |      |
| 16   |        |         |          |                |               |         |          |         |      |
| 17   |        |         |          |                |               |         |          |         |      |
| 18   |        |         |          |                |               |         |          |         |      |
| 19   |        |         |          |                |               |         |          |         |      |
| 20   |        |         |          |                |               |         |          |         |      |

Obtained fuel? **Yes** Number of gallons: **84** Submit the receipt to Dispatch! Lunch Break: **8:00-8:30**

Comments: \_\_\_\_\_

Driver Sign-Off: **John Doe** Supervisor Sign-Off: **Jane Smith**

*Goodwill*

## Fuel Receipt Example

```

QUIKTRIP #00444
1155 N. 51st. Ave
Phoenix, AZ

Date:      01/30/24
Time:      07:38PM
Auth#      495558
PD Seq #:  03811
Odometer:  38691
              WEX

Entry:Chip Read
APP:QUIKTRIP
Mode:Issuer
AID:A0000007681010
TVR:0000000000
TSI:E000
IAD:0FA512AA10B90200
   0000000000000000
   0F01030000000000
   0000000000000000

Acct #
*****4941

Pump Gallons Price
 11  84.001 $ 3.799
Product: DIESEL

-----
Total:      $319.12

DIESEL TAX RATE
26 CENTS
Thank You for
Shopping QuikTrip!
Please Come Back
Again!!
    
```

# Trailer Swap Driver Trip Sheet

Below is an example of a complete Trailer Swap Driver Trip Sheet.

| Trailer Swap Driver Trip Sheet   |        |         |          |                |               |         |          |                         |      |
|--|--------|---------|----------|----------------|---------------|---------|----------|-------------------------|------|
|  |        |         |          |                |               |         |          | Date: <u>02/01/2024</u> |      |
| Driver: <u>John Doe</u> Tractor: <u>292903</u> Start time: <u>1:00 AM</u> End time: <u>11:15</u> Start Odometer: <u>449581</u> End Odometer: <u>450021</u> |        |         |          |                |               |         |          |                         |      |
| Stop   | Origin | Time In | Time Out | Trailer Number | Drop Location | Time In | Time Out | Mileage                 | Dock |
| 1  | ROC    | 1:00    | 1:30     | 489509-R       | 82            | 4:30    | 4:50     | 449765                  |      |
| 2  | 82     | 4:30    | 4:50     | 4889009-S      | ROC           | 7:55    | 8:00     | 449948                  | 16   |
| 3  | ROC    | 8:30    | 8:30     | Lot moves      | 525           | 9:10    | 9:25     | 449950                  |      |
| 4  | ROC    | 9:10    | 9:25     | 3544L8-R       | 204           | 9:55    | 10:15    | 449986                  |      |
| 5  | 204    | 9:55    | 10:15    | 30614-R        | ROC           | 10:55   |          | 450021                  | 27   |
| 6  |        |         |          |                |               |         |          |                         |      |
| 7  |        |         |          |                |               |         |          |                         |      |
| 8  |        |         |          |                |               |         |          |                         |      |
| 9  |        |         |          |                |               |         |          |                         |      |
| 10   |        |         |          |                |               |         |          |                         |      |
| 11   |        |         |          |                |               |         |          |                         |      |
| 12   |        |         |          |                |               |         |          |                         |      |
| 13   |        |         |          |                |               |         |          |                         |      |
| 14   |        |         |          |                |               |         |          |                         |      |
| 15   |        |         |          |                |               |         |          |                         |      |
| 16   |        |         |          |                |               |         |          |                         |      |
| 17   |        |         |          |                |               |         |          |                         |      |
| 18   |        |         |          |                |               |         |          |                         |      |
| 19   |        |         |          |                |               |         |          |                         |      |
| 20   |        |         |          |                |               |         |          |                         |      |

Obtained fuel? Yes Number of gallons: 84 Submit the receipt to Dispatch! Lunch Break: 8:00-8:30

Comments: \_\_\_\_\_

Driver Sign-Off: John Doe Supervisor Sign-Off: Jane Smith *Goodwill*

# Roll-Off Driver Trip Sheet

- Write this information at the beginning of your trip. At the topmost section of the Roll-Off Driver Trip Sheet, fill out your name, date, tractor number, start time, and start odometer. See the example below.

**Roll-Off Driver Trip Sheet**

Date: 02/01/2024

Driver: John Doe Tractor: 298909 Start time: 6:00 AM End time: \_\_\_\_\_ Start Odometer: 449581 End Odometer: \_\_\_\_\_

| Stop | Origin | Time In | Time Out | Type: E, M, PL, C/B, T | OT or Compactor | Drop Location | Time In | Time Out | Mileage | Land Ticket Number | Tonnage |
|------|--------|---------|----------|------------------------|-----------------|---------------|---------|----------|---------|--------------------|---------|
| 1    |        |         |          |                        |                 |               |         |          |         |                    |         |
| 2    |        |         |          |                        |                 |               |         |          |         |                    |         |
| 3    |        |         |          |                        |                 |               |         |          |         |                    |         |
| 4    |        |         |          |                        |                 |               |         |          |         |                    |         |
| 5    |        |         |          |                        |                 |               |         |          |         |                    |         |
| 6    |        |         |          |                        |                 |               |         |          |         |                    |         |
| 7    |        |         |          |                        |                 |               |         |          |         |                    |         |
| 8    |        |         |          |                        |                 |               |         |          |         |                    |         |
| 9    |        |         |          |                        |                 |               |         |          |         |                    |         |
| 10   |        |         |          |                        |                 |               |         |          |         |                    |         |
| 11   |        |         |          |                        |                 |               |         |          |         |                    |         |
| 12   |        |         |          |                        |                 |               |         |          |         |                    |         |
| 13   |        |         |          |                        |                 |               |         |          |         |                    |         |
| 14   |        |         |          |                        |                 |               |         |          |         |                    |         |
| 15   |        |         |          |                        |                 |               |         |          |         |                    |         |
| 16   |        |         |          |                        |                 |               |         |          |         |                    |         |
| 17   |        |         |          |                        |                 |               |         |          |         |                    |         |
| 18   |        |         |          |                        |                 |               |         |          |         |                    |         |
| 19   |        |         |          |                        |                 |               |         |          |         |                    |         |
| 20   |        |         |          |                        |                 |               |         |          |         |                    |         |

Obtained fuel? \_\_\_\_\_ Number of gallons: \_\_\_\_\_ Submit the receipt to Dispatch! Lunch Break: \_\_\_\_\_

Comments: \_\_\_\_\_

Driver Sign-Off: \_\_\_\_\_ Supervisor Sign-Off: \_\_\_\_\_

*Goodwill*

# Roll-Off Driver Trip Sheet

2. Stops can vary on a day-by-day basis. For each stop, write down the origin, time in and time out from the origin, material type, vehicle type, drop location, time in and time out from the drop location, mileage, land ticket number, and tonnage.

**Roll-Off Driver Trip Sheet**

Date: \_\_\_\_\_

Driver: \_\_\_\_\_ Tractor: \_\_\_\_\_ Start time: \_\_\_\_\_ End time: \_\_\_\_\_ Start Odometer: \_\_\_\_\_ End Odometer: \_\_\_\_\_

| Stop | Origin | Time In | Time Out | Type: E, M, PL, C/B, T | OT or Compactor | Drop Location | Time In | Time Out | Mileage | Land Ticket Number | Tonnage |
|------|--------|---------|----------|------------------------|-----------------|---------------|---------|----------|---------|--------------------|---------|
| 1    | ROC    | 6:30    | 6:50     | E                      | OT              | SA            | 7:00    | 7:30     | 197473  | TGERVF             | 6260    |
| 2    | ROC    | 7:30    | 7:45     | Trash                  | OT              | WB            | 8:10    | 8:25     | 197476  | TI-1355363         | 2.97    |
| 3    | WB     | 8:10    | 8:25     | Empty                  | OT              | ROC           | 8:40    | 9:50     | 197480  |                    |         |
| 4    | ROC    | 8:40    | 9:50     | Metal                  | OT              | SA            | 10:10   | 10:50    | 197485  | TIDGZK             | 6560    |
| 5    | SA     | 10:10   | 10:50    | Empty                  | OT              | ROC           | 11:00   | 11:15    | 197490  |                    |         |
| 6    | ROC    | 11:00   | 11:15    | Trash                  | OT              | WB            | 11:35   | 11:50    | 197494  | TI-1355528         | 3.02    |
| 7    | WB     | 11:35   | 11:50    | Empty                  | OT              | ROC           | 12:00   | 12:10    | 197499  |                    |         |
| 8    | ROC    | 12:45   | 1:15     | Trash                  | OT              | WB            | 1:35    | 1:55     | 197504  | TI-1355652         | 2.17    |
| 9    | WB     | 1:35    | 1:55     | Empty                  | OT              | ROC           | 2:15    | 2:30     | 197507  |                    |         |
| 10   |        |         |          |                        |                 |               |         |          |         |                    |         |
| 11   |        |         |          |                        |                 |               |         |          |         |                    |         |
| 12   |        |         |          |                        |                 |               |         |          |         |                    |         |
| 13   |        |         |          |                        |                 |               |         |          |         |                    |         |
| 14   |        |         |          |                        |                 |               |         |          |         |                    |         |
| 15   |        |         |          |                        |                 |               |         |          |         |                    |         |
| 16   |        |         |          |                        |                 |               |         |          |         |                    |         |
| 17   |        |         |          |                        |                 |               |         |          |         |                    |         |
| 18   |        |         |          |                        |                 |               |         |          |         |                    |         |
| 19   |        |         |          |                        |                 |               |         |          |         |                    |         |
| 20   |        |         |          |                        |                 |               |         |          |         |                    |         |

Obtained fuel? \_\_\_\_\_ Number of gallons: \_\_\_\_\_ Submit the receipt to Dispatch! Lunch Break: \_\_\_\_\_

Comments: \_\_\_\_\_

Driver Sign-Off: \_\_\_\_\_ Supervisor Sign-Off: \_\_\_\_\_

*Goodwill*

**Material Type**

- E- electric
- M- metal
- PL- plastic
- C/B- cardboard
- T- trash

**Drop Location**

- Weinberger (WB)- trash
- SA Recycling (SA)- metals and electric
- City of Phoenix- trash
- Liberty- metals only
- White Tanks- trash
- International Paper- cardboard
- Friedman- hard plastic

# Roll-Off Driver Trip Sheet

# Transportation Trip Sheets

3. You will receive a **land ticket number and tonnage** when transporting materials to SA Recycling. The Bill of Lading document will also be used in SA Recycling. See the examples below.

**GOODWILL OF CENTRAL AND NORTHERN ARIZONA  
(ORIGINAL BILL OF LADING)**

|   |  |   |          |  |
|---|--|---|----------|--|
| PO NO:  | Carrier with unit Number:  | CARRIER:  | TRACTOR: | DATE: <b>9-1-23</b>  |
| LOADER:   | Revised, subject to the classifications and tariffs, in effect on the date of this Bill of Lading. |   | TRAILER: | SEAL: <b>TGERVF</b>  |
| SHIP FROM:<br>Name: <b>ISO</b><br>ADDRESS:<br>CITY/STATE/ZIP:<br>PHONE: |  | SHIP TO:<br>Name: <b>S/A</b><br>ADDRESS:<br>CITY/STATE/ZIP:<br>PHONE: |          | Remit To: <b>GOODWILL OF CENTRAL &amp; NORTHERN AZ<br/>515 N. 51ST. AVE<br/>Phoenix, Arizona 85043<br/>Attention: Transportation Accounts Payables<br/>Phone: 602-535-4000</b> |

The property described below, in apparent good order, receipt as noted (contents and condition of contents unknown), marked, consigned and destined as shown below, which said company (the word company being understood throughout this contract as meaning any person or corporation in possession of the property under the contract) agrees to carry to its usual place of delivery, if in its own vehicle, water line, highway route or truck, or within the territory of its highway operations, otherwise to deliver to another carrier on the route to said destination. It is mutually agreed, as to each carrier of all or any portion of said property over all or any portion of said route to destination, and as to each party at any time interested in all or any of said property, that every service to be performed hereunder shall be subject to all the terms and conditions of the Uniform Domestic Freight Bill of Lading set forth (1) in the Uniform Freight Classification in effect on the date hereof, if this is a bill of lading, or (2) in the applicable motor carrier classification or tariff if this is a motor carrier shipment and the said terms and conditions are hereby agreed to by the shipper and accepted for receipt and the receipt.

| TOTAL PALLETS | CLASS     | DEPARTMENT | Kind of Package, Description, Articles, Special Marks, and Exceptions | Weight      | Pieces | Rate |
|---------------|-----------|------------|---|-------------|--------|------|
|               | <b>01</b> |            | <b>METAL</b>  | <b>6260</b> |        |      |


Note: If the shipment moves between two ports by a carrier by water, that the Bill of Lading shall state whether it is carrier's or shipper's weight. Where the rate is dependent on value, shippers are required to state specifically in writing the agreed or declared value of the property. The agreed or declared value of the property is hereby specifically stated to be not exceeding \$ \_\_\_\_\_ per \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_\_

|   |                                 |  |                              |
|---|---------------------------------|--|------------------------------|
| CARRIER:  | DEPART TIME:                    | SUPERVISOR:  | Date:                        |
| Carrier Driver Acknowledges product is in good condition: |                                 | Store Personnel Acknowledges product is in good condition: |                              |
| CARRIER DRIVER SIGN <b>X JJC</b>                          | <b>(BOTH PARTIES MUST SIGN)</b> |  | STORE RECEIVER SIGN <b>X</b> |

This Memorandum, if an acknowledgment that a Bill of Lading has been issued and is not the original Bill of Lading, nor a copy or duplicate, covering the property named herein, and is intended solely for filing or record.

|   |   |  |
|---|---|--|
| COPY 1 - GOODWILL OF NORTHERN & CENTRAL ARIZONA<br>(DC AND/OR ORIGIN) | COPY 2 - GOODWILL OF NORTHERN & CENTRAL ARIZONA - STORE<br>(DESTINATION/STOP) | COPY 3 - CARRIER<br>(A SIGNED COPY MUST ACCOMPANY INVOICE) |
|---|---|--|

**(SHIPPING - PRINT 2 COPIES)**

  
**Ticket # TGERVF**  
PURCHASE TICKET

SA Recycling LLC  
3640 South 19th Ave  
Phoenix, AZ 85009  
(602) 447-3000

Truck Contr# 372: 72 69143  
Date: 09/01/23  
Ship Date: 09/01/23

Ticket # TGERVF  
Vehicle ID: CH25805  
Ref No: TKAZCH25805

Purchased From: GOODIC  
GOODWILL OF CENTRAL ARIZONA License/ID No: B14252285 (AZ)  
ATTN: FINANCE  
2626 W BERYL AVE  
PHOENIX, AZ 85021

Supplier Shipment # 11

| Item   | Shpmt  | Material | Gross  | Tare   | Net  |
|--------|--------|----------|--------|--------|------|
| 1.     | TGERVF | TIN      | 39780b | 33520e | 6260 |
| Totals |        |          |        |        | 6260 |

Gross Wght Date/Time 09/01/23 06:29  
Tare Wght Date/Time 09/01/23 06:44  
GROSS TONS 2.7946

Deputy Signature \_\_\_\_\_ (Anthony De La Rosa)

Customer Signature \_\_\_\_\_

Driver: \_\_\_\_\_ Date: \_\_\_\_\_

(All weights are reported in Pounds unless otherwise indicated)  
("m" Represents a weight that was manually entered)

**PUBLIC WEIGHTMASTER'S CERTIFICATE OF WEIGHT AND MEASURE.**  
This is to certify that the described merchandise was weighed, counted, or measured by a public or deputy weighmaster, and when properly signed and sealed, is prima facie evidence of the accuracy of the weight, count, or measure shown as prescribed by law.

**BILL OF SALE:** I warrant that I am the owner (or owner's representative) of the material described hereon and have the right to sell same, that it contains no Hazardous Materials as defined by any federal or state law and that for payment hereby received, I sell and convey title to SA Recycling.

**NOT REFUNDABLE MORE THAN 90 DAYS FROM DATE ABOVE**

For any issues or concerns please contact our customer service dept.  
(800) Q01-SCRAP

Customer Copy

# Roll-Off Driver Trip Sheet

- At the end of the trip, indicate whether fuel was obtained. If yes, write down the number of gallons. Additionally, write the time for the lunch break and any other comments.
- Write the end time and end odometer, and sign off on it. Remember to submit the fuel receipt to the dispatch along with this form.

**Roll-Off Driver Trip Sheet** Date: 02/01/2024

Driver: \_\_\_\_\_ Tractor: \_\_\_\_\_ Start time: \_\_\_\_\_ End time: 3:01 Start Odometer: \_\_\_\_\_ End Odometer: 197507

| Stop | Origin | Time In | Time Out | Type: E, M, PL, C/B, T | OT or Compactor | Drop Location | Time In | Time Out | Mileage | Land Ticket Number | Tonnage |
|------|--------|---------|----------|------------------------|-----------------|---------------|---------|----------|---------|--------------------|---------|
| 1    |        |         |          |                        |                 |               |         |          |         |                    |         |
| 2    |        |         |          |                        |                 |               |         |          |         |                    |         |
| 3    |        |         |          |                        |                 |               |         |          |         |                    |         |
| 4    |        |         |          |                        |                 |               |         |          |         |                    |         |
| 5    |        |         |          |                        |                 |               |         |          |         |                    |         |
| 6    |        |         |          |                        |                 |               |         |          |         |                    |         |
| 7    |        |         |          |                        |                 |               |         |          |         |                    |         |
| 8    |        |         |          |                        |                 |               |         |          |         |                    |         |
| 9    |        |         |          |                        |                 |               |         |          |         |                    |         |
| 10   |        |         |          |                        |                 |               |         |          |         |                    |         |
| 11   |        |         |          |                        |                 |               |         |          |         |                    |         |
| 12   |        |         |          |                        |                 |               |         |          |         |                    |         |
| 13   |        |         |          |                        |                 |               |         |          |         |                    |         |
| 14   |        |         |          |                        |                 |               |         |          |         |                    |         |
| 15   |        |         |          |                        |                 |               |         |          |         |                    |         |
| 16   |        |         |          |                        |                 |               |         |          |         |                    |         |
| 17   |        |         |          |                        |                 |               |         |          |         |                    |         |
| 18   |        |         |          |                        |                 |               |         |          |         |                    |         |
| 19   |        |         |          |                        |                 |               |         |          |         |                    |         |
| 20   |        |         |          |                        |                 |               |         |          |         |                    |         |

Obtained fuel? Yes Number of gallons: 84 Submit the receipt to Dispatch! Lunch Break 12:42-1:13

Comments: \_\_\_\_\_

Driver Sign-Off: John Doe Supervisor Sign-Off: Jane Smith

*Goodwill*

## Fuel Receipt Example

```

QUIKTRIP #00444
1155 N. 51st. Ave
Phoenix, AZ

Date:      01/30/24
Time:      07:38PM
Auth#      495558
PD Seq #:   03811
Odometer:   38691
            WEX

Entry:Chip Read
APP:QUIKTRIP
Mode:Issuer
AID:A0000007681010
TVR:000000000000
TSI:E000
IAD:0FA512AA10B90200
    0000000000000000
    0F01030000000000
    0000000000000000

Acct #
*****4941

Pump Gallons Price
  11  84.001 $ 3.799
Product: DIESEL

-----
Total:      $319.12

DIESEL TAX RATE
26 CENTS
Thank You for
Shopping QuikTrip!
Please Come Back
Again!!!
    
```

# Roll-Off Driver Trip Sheet

Below is an example of a complete Roll-Off Driver Trip Sheet.

| Roll-Off Driver Trip Sheet |        |         |          |                        |                 |               |         |          |         |                    | Date: 02/01/2024 |                     |                   |                        |                      |
|----------------------------|--------|---------|----------|------------------------|-----------------|---------------|---------|----------|---------|--------------------|------------------|---------------------|-------------------|------------------------|----------------------|
| Driver: John Doe           |        |         |          |                        |                 |               |         |          |         |                    | Tractor: 298909  | Start time: 6:00 AM | End time: 3:01 PM | Start Odometer: 449581 | End Odometer: 197507 |
| Stop                       | Origin | Time In | Time Out | Type: E, M, PL, C/B, T | OT or Compactor | Drop Location | Time In | Time Out | Mileage | Land Ticket Number | Tonnage          |                     |                   |                        |                      |
| 1                          | ROC    | 6:30    | 6:50     | E                      | OT              | SA            | 7:00    | 7:30     | 197473  | TGERVF             | 6260             |                     |                   |                        |                      |
| 2                          | ROC    | 7:30    | 7:45     | Trash                  | OT              | WB            | 8:10    | 8:25     | 197476  | TI-1355363         | 2.97             |                     |                   |                        |                      |
| 3                          | WB     | 8:10    | 8:25     | Empty                  | OT              | ROC           | 8:40    | 9:50     | 197480  |                    |                  |                     |                   |                        |                      |
| 4                          | ROC    | 8:40    | 9:50     | Metal                  | OT              | SA            | 10:10   | 10:50    | 197485  | TIDGZK             |                  |                     |                   |                        |                      |
| 5                          | SA     | 10:10   | 10:50    | Empty                  | OT              | ROC           | 11:00   | 11:15    | 197490  |                    |                  |                     |                   |                        |                      |
| 6                          | ROC    | 11:00   | 11:15    | Trash                  | OT              | WB            | 11:35   | 11:50    | 197494  | TI-1355528         |                  |                     |                   |                        |                      |
| 7                          | WB     | 11:35   | 11:50    | Empty                  | OT              | ROC           | 12:00   | 12:10    | 197499  |                    |                  |                     |                   |                        |                      |
| 8                          | ROC    | 12:45   | 1:15     | Trash                  | OT              | WB            | 1:35    | 1:55     | 197504  | TI-1355652         | 2.17             |                     |                   |                        |                      |
| 9                          | WB     | 1:35    | 1:55     | Empty                  | OT              | ROC           | 2:15    | 2:30     | 197507  |                    |                  |                     |                   |                        |                      |
| 10                         |        |         |          |                        |                 |               |         |          |         |                    |                  |                     |                   |                        |                      |
| 11                         |        |         |          |                        |                 |               |         |          |         |                    |                  |                     |                   |                        |                      |
| 12                         |        |         |          |                        |                 |               |         |          |         |                    |                  |                     |                   |                        |                      |
| 13                         |        |         |          |                        |                 |               |         |          |         |                    |                  |                     |                   |                        |                      |
| 14                         |        |         |          |                        |                 |               |         |          |         |                    |                  |                     |                   |                        |                      |
| 15                         |        |         |          |                        |                 |               |         |          |         |                    |                  |                     |                   |                        |                      |
| 16                         |        |         |          |                        |                 |               |         |          |         |                    |                  |                     |                   |                        |                      |
| 17                         |        |         |          |                        |                 |               |         |          |         |                    |                  |                     |                   |                        |                      |
| 18                         |        |         |          |                        |                 |               |         |          |         |                    |                  |                     |                   |                        |                      |
| 19                         |        |         |          |                        |                 |               |         |          |         |                    |                  |                     |                   |                        |                      |
| 20                         |        |         |          |                        |                 |               |         |          |         |                    |                  |                     |                   |                        |                      |

Obtained fuel?  Yes Number of gallons: 84 Submit the receipt to Dispatch! Lunch Break: 12:42-1:13

Comments: \_\_\_\_\_

Driver Sign-Off: John Doe Supervisor Sign-Off: Jane Smith *Goodwill*