



HOURS OF SERVICE/ PAPER LOGS

HOURS OF SERVICE - HOS

- 14 Hour Rule
- 11 Hour Rule
- 8 Hour Rest Break
- 70 Hour Rule
- 10 Hour Break
- 34 Hour Reset



HOURS OF SERVICE - HOS

- 14 Hour Rule – A driver cannot drive after the 14th hour after coming on duty. Once reaching the 14 consecutive hour limit, a driver must have 10 consecutive hours in an Off-Duty/Sleeper Berth status before driving again.

HOURS OF SERVICE - HOS

- 11 Hour Rule – A driver is only allowed to drive up to 11 hours within the 14 Hour Rule. A driver must take 10 consecutive hours in an Off-Duty/Sleeper Berth status before driving again.

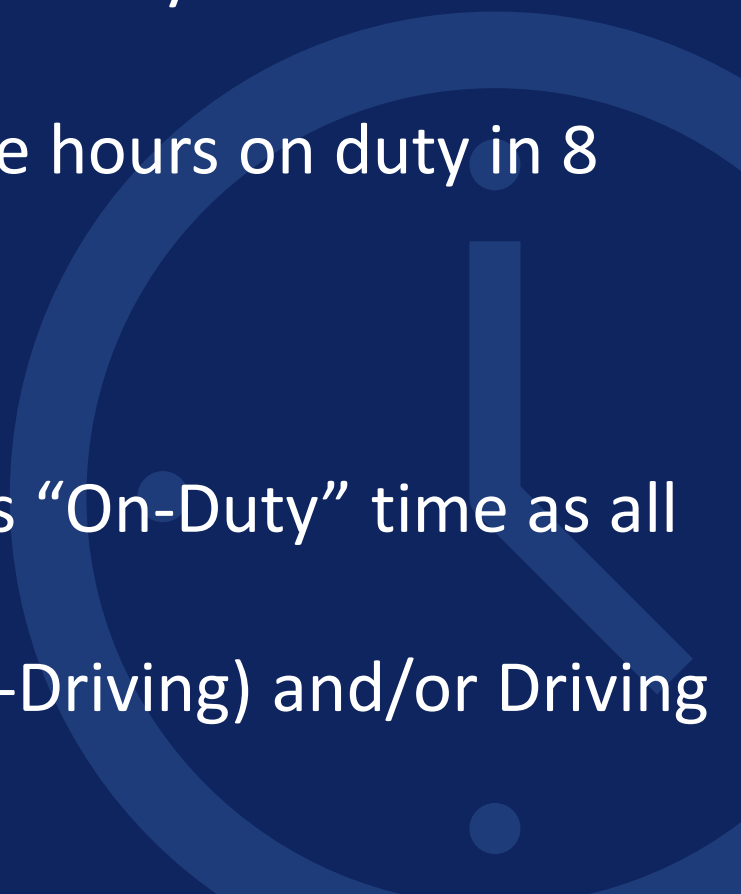
HOURS OF SERVICE - HOS

- 8 Hour Rest Break – A driver must take a consecutive 30-minute break at or before 8 hours of driving has passed. A 30-minute break can be satisfied by either Off Duty, Sleeper Berth or On-Duty (Non-Driving) or any combination of the three.

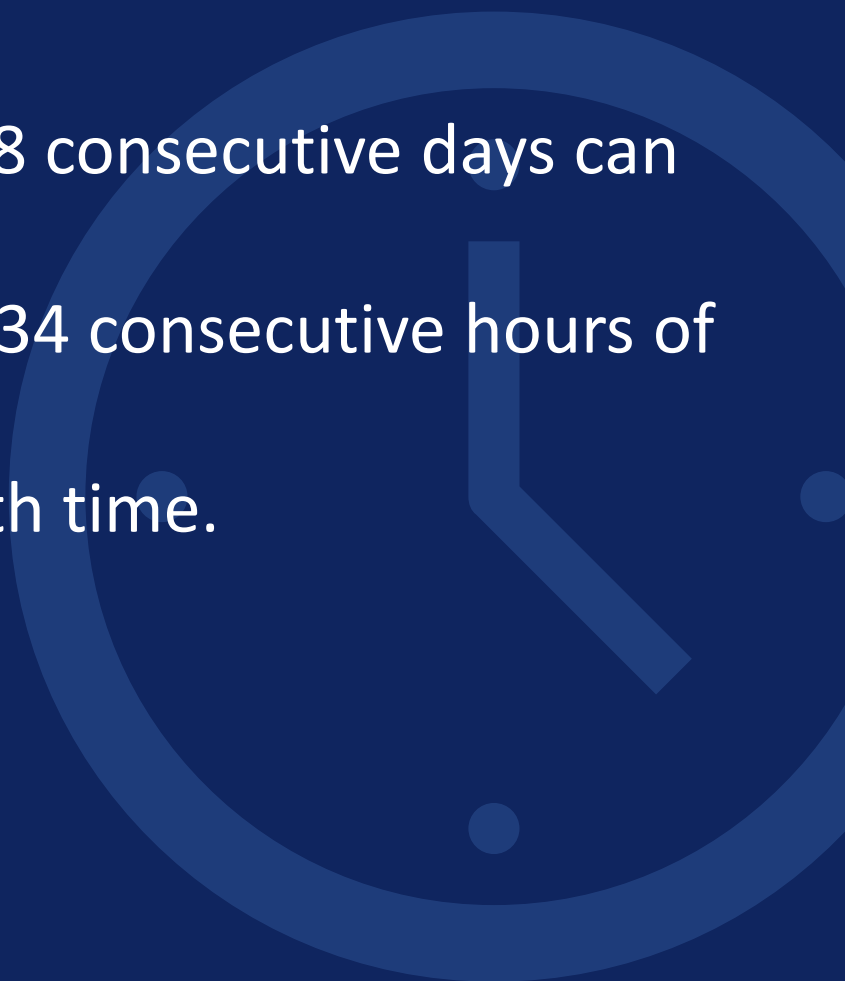
HOURS OF SERVICE - HOS

- 10 Hour Break – A driver must accumulate at least 10 consecutive hours of off duty time, in either Off Duty/Sleeper Berth status, to reset their 14 /11 Hour Clocks.
- Note – Melton recommends that a driver have at least 8 hours in the Sleeper Berth.

HOURS OF SERVICE - HOS

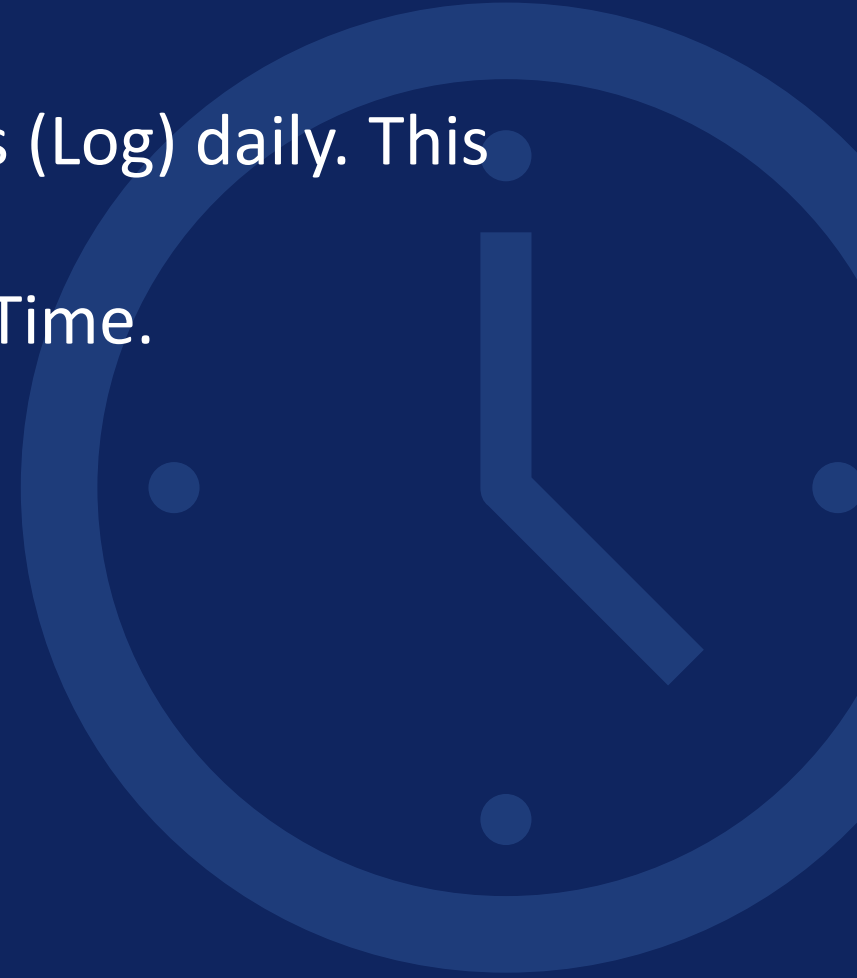
- 70 Hour Rule – A driver may not drive after a total of 70 consecutive hours on duty in 8 consecutive days.
 - Note – FMCSA defines “On-Duty” time as all time in On-Duty (Non-Driving) and/or Driving status.
- 

HOURS OF SERVICE - HOS

- 34 Hour Reset – Any period of 70 consecutive hours on duty within 8 consecutive days can be reset with at least 34 consecutive hours of Off-Duty/Sleeper Berth time.
- 

HOURS OF SERVICE - HOS

- All active drivers are required to complete a Record of Duty Status (Log) daily. This includes all Off-Duty Time.



PAPER LOGS

- Paper logs should only be used if the ELD is malfunctioning.
- In order to start a paper log the driver must first contact:
 - Qualcomm
 - Outside Repair
 - Safety
 - In that order.
- The limit for operating on a paper log is 8 days.

ABC TRUCK LINES, INC.
PO Box 1 - TULSA, OK 74101-0271

DRIVER'S DAILY LOG
(ONE CALENDAR DAY - 24 HOURS)

ORIGINAL & 1st DUPLICATE - Submit in trip envelope
2nd DUPLICATE - Driver retains in his possession for 8 days

USE TIME STANDARD AT HOME TERMINAL
I certify these entries are true and correct. (Driver's Signature in Full)
J. Love Melton
J. LOVE MELTON
(Driver's Name - Printed)
N/A
(Name of Co-Driver)
123 Sesame St. Tulsa, OK
(Home Terminal Address)

Driver Code: YOUNRDC
Co-Driver Code: _____
Log Date (MM/DD/YYYY): SUNDAY
If multiple check-day days, enter the end date here: _____

Total Miles: 185
Tractor: 178
Trailer 1: 84812
Trailer 2: _____

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
Off Duty																								09.25
Sleeper Berth																								09.75
Driving																								03.50
On Duty (Excluded)																								01.50
																								24

REMARKS: *Denton TX PTI* *Guyton OK Undercar* *Tulsa OK PTI*

TRIP NO. 1271184 SHIPPER Western Extensions ALUMINUM EXTENSIONS
COMMODITY

8
10.5
9.5
11
11.5
5
4.5
60
10

DRIVER'S POST TRIP VEHICLE INSPECTION REPORT
AS REQUIRED BY THE D.O.T. FEDERAL MOTOR CARRIER SAFETY REGULATIONS - D.O.T. 396.11

CARRIER'S NAME: ABC Truck Lines
CARRIER'S ADDRESS: PO Box 1 TULSA, OK 74101-0271
TRAILER(S) NO.(S): 84812 TRACTOR NO.: 178

	DRIVER'S REPORT	MECHANIC'S REPORT	DRIVER'S REPORT	MECHANIC'S REPORT	DRIVER'S REPORT	MECHANIC'S REPORT	DRIVER'S REPORT	MECHANIC'S REPORT
Brake Lines to Trailer			EMERGENCY EQUIPMENT					
Electric Lines to Trailer			Spare Bubs and Fuses					
Drive Line			Fire Extinguisher					
Coupling Devices			Tools/Lanterns/Reflectors					
Tires, Wheels, Rims			Fuel System					
Springs			Cooling System					
Body			Engine					
Glass								

DRIVER USE / IN BOX ONLY IF DEFECTIVE MECHANIC USE / WHEN CORRECTED AND YOUR INITIALS

I HAVE MADE INSPECTION AS REQUIRED ON LISTED ITEMS:
J. Love Melton Sunday
(DRIVER'S SIGNATURE) (DATE)

ABOVE DEFECTS CORRECTED
 ABOVE DEFECTS NEED NOT BE CORRECTED FOR SAFE OPERATION OF VEHICLE

(MECHANIC'S SIGNATURE) (DATE)
(DRIVER'S SIGNATURE) (DATE)
SIGN HERE ONLY IF NOTED DEFECTS ARE CORRECTED



7551201

KEYS TO SUCCESSFUL LOGGING

FORM & MANNER



Neatness counts



Complete your recap daily



Use ruler & calculator

- Logbook not being **current** is the #1 reason for driver to be put out of service by DOT.
- Keep your logs **current** and make your logs easy for DOT inspection.

KEYS TO SUCCESSFUL LOGGING

Legal Logs (*FMCSR 395.000*)

- All logs are kept in **Central Time**
- Fuel stops must be logged at the time your Comdata® card is swiped
- **Fuel** stops must be logged for minimum of **15 minutes**
- **Log a Post Trip** (15 mins) and Flag a Pre-Trip
- **Load Check/Tire Checks (LC/TC)** – first 50 miles or 1 hour after initial loading & then every 150 miles or 3 hours for the remainder of the load & **every change of duty status**

KEYS TO SUCCESSFUL LOGGING

- Logs must be **current to last change of duty status**
- Logs are sent in at the end of each trip
- **NO loose leaf Logs**
- **NO Generic Log Books**
- All city names must be spelled out – no abbreviations. (example: NYC, NY vs. **New York City, NY**)

TRACKING & CONSEQUENCES

- Melton Truck Lines utilizes a GPS-based tracking system that alerts the Director of Safety/Compliance when any hours of service rule has been exceeded.
- The Safety Department also tracks log compliance through DOT records and in-house audits. ALL movement and logs are audited.
- Compliance with the Hours of Service regulations is critical to everyone's success, both driver's and Melton's. Melton intends to be in business long into the future and jeopardizing that goal through intentional log falsification will not be tolerated.

LOG CHECKS

- Logs will be checked when you enter a terminal.
- Keep at least the last **8 days** (always including the current day) on the truck.
- Log it as you drive it!!

DRIVER'S DAILY LOG - PAPER

Melton Truck Lines, Inc.
P.O. Box 271 - Tulsa, OK 74101-0271

DRIVER'S DAILY LOG

(One Calendar Day - 24 Hours)

Submit ORIGINAL in trip envelope.
Driver retains DUPLICATE in his possession for 8 days.

USE CST (STANDARD TIME AT HOME TERMINAL - TULSA)

I certify these entries are true and correct. (Driver's Signature in full)

(Driver's Name - Printed)

(Co-Driver's Name - Printed)

808 N. 161st E. Ave Tulsa, OK 74116

(Home Terminal Address)

	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	Hours Worked Last 7 Days
Off Duty																										
Sleeper Berth																										
Driving																										
On Duty Non-Driving																										
REMARKS																										

These are all required information and must be filled in.

Trip # _____ Shipper _____ Commodity _____

70 Hours Less Total Hours Equal Hours Available Today

DRIVER'S DAILY LOG - PAPER

Melton Truck Lines, Inc.
P.O. Box 271 - Tulsa, OK 74101-0271

DRIVER'S DAILY LOG

(One Calendar Day - 24 Hours)

Submit ORIGINAL in trip envelope.
Driver retains DUPLICATE in his possession for 8 days.

Driver Code

Total Miles

USE CST (STANDARD TIME AT HOME TERMINAL - TULSA)

Co-Driver Code

Tractor

I certify these entries are true and correct. (Driver's Signature in full)

(Driver's Name - Printed)

Log Date (MM/DD/YY)

Trailer 1

(Co-Driver's Name - Printed)

If multiple off-duty days, enter the end date here.

Trailer 2

808 N. 161st E. Ave Tulsa, OK 74116

(Home Terminal Address)

	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	Hours Worked Last 7 Days	
Off Duty																											
Sleeper Berth																											
Driving																											
On Duty Non-Driving																											
REMARKS																											

1/4 - 25
1/2 - 50
3/4 - 75

Graph Grid – use this section to record time spent in each Duty Status.

Trip # _____

Shipper _____

Commodity _____

Yesterday
 Total Hours
 70 Hours Less Total Hours Equal Hours Available Today

DRIVER'S DAILY LOG - PAPER

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(One Calendar Day - 24 Hours)

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Driver Code

Total Miles

USE CST (STANDARD TIME AT HOME TERMINAL - TULSA)

Co-Driver Code

Tractor

I certify these entries are true and correct. (Driver's Signature in full)

Log Date (MM/DD/YY)

Trailer 1

(Driver's Name - Printed)

If multiple off-duty days, enter the end date here.

Trailer 2

(Co-Driver's Name - Printed)

808 N. 161st E. Ave Tulsa, OK 74116

(Home Terminal Address)

	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	Hours Worked Last 7 Days			
Off Duty																							<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Sleeper Berth																							<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Driving																							<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
On Duty Non-Driving																							<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
REMARKS																							<input type="text"/>	1/4 - 25 1/2 - 50 3/4 - 75	<input type="text"/>		

Record off-duty time, other than resting in the sleeper, when not on duty, not required to be ready to work or is not under any responsible to perform work.

Yesterday

Total Hours

70 Hours Less Total Hours Equal Hours Available Today

Trip #

Shipper

Commodity

RELIEVED OF DUTY LETTER (LOCATED IN LOG-BOOK)

RELIEVED OF DUTY LETTER

DRIVER FOR MELTON TRUCK LINES, INC.

To comply with the Motor Carrier Safety Regulations, U.S. Department of Transportation, Federal Motor Carrier Safety Administration, Section 395.8, this letter will serve as a written notice to drivers to log off duty stops en route and at various loading and unloading facilities when following conditions are met:

Drivers will be relieved of all duty and responsibility for care and custody of the vehicle, its accessories, and cargo, provided driver has taken precaution in parking vehicle in safe location, and applied parking brakes.

1. While vehicle and cargo are under the care of local employees, loading crews of shippers and/or receivers, service attendants at service stations while equipment is in process of being serviced.
2. While at meal and coffee stops if the above conditions have been met.
3. While handling Table 2 Hazardous Material loads that meet all the regulations for Hazardous Materials. (Not parked any closer than 5ft. of a roadway, etc.)

Carry this letter at all times for authorization from Melton Truck Lines, Inc. to log stops off duty when the above conditions have been met.

Vice President of Safety

P.S.: When you are leased to or driving for another carrier, you must abide by their rules and regulations, i.e., to log stops off duty, you must have authorization form the carrier in writing.

DRIVER'S DAILY LOG - PAPER

Melton Truck Lines, Inc.
P.O. Box 271 - Tulsa, OK 74101-0271

DRIVER'S DAILY LOG

(One Calendar Day - 24 Hours)

Submit ORIGINAL in trip envelope.
Driver retains DUPLICATE in his possession for 8 days.

Driver Code

Total Miles

USE CST (STANDARD TIME AT HOME TERMINAL - TULSA)

Co-Driver Code

Tractor

I certify these entries are true and correct. (Driver's Signature in full)

(Driver's Name - Printed)

Log Date (MM/DD/YY)

Trailer 1

(Co-Driver's Name - Printed)

If multiple off-duty days, enter the end date here.

Trailer 2

808 N. 161st E. Ave Tulsa, OK 74116

(Home Terminal Address)

	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	Hours Worked Last 7 Days	
Off Duty																											
Sleeper Berth																											
Driving																											
On Duty Non-Driving																											
REMARKS																											

1/4 - 25
 1/2 - 50
 3/4 - 75

Record Sleeper Berth time. Melton recommends 8 hours of Sleeper Berth time during a driver's 10 Hour Rest Break.

Trip #

Shipper

Commodity

Yesterday

 Total Hours

 70 Hours Less Total Hours Equal Hours Available Today

DRIVER'S DAILY LOG - PAPER

Melton Truck Lines, Inc.
P.O. Box 271 - Tulsa, OK 74101-0271

DRIVER'S DAILY LOG

(One Calendar Day - 24 Hours)

Submit ORIGINAL in trip envelope.
Driver retains DUPLICATE in his possession for 8 days.

Driver Code

Total Miles

USE CST (STANDARD TIME AT HOME TERMINAL - TULSA)

Co-Driver Code

Tractor

I certify these entries are true and correct. (Driver's Signature in full)

Log Date (MM/DD/YY)

Trailer 1

(Driver's Name - Printed)

If multiple off-duty days, enter the end date here.

Trailer 2

(Co-Driver's Name - Printed)

808 N. 161st E. Ave Tulsa, OK 74116

(Home Terminal Address)

	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	Hours Worked Last 7 Days
Off Duty																										
Sleeper Berth																										
Driving																										
On Duty Non-Driving																										
REMARKS																										

1/4 - 25
1/2 - 50
3/4 - 75

Record Driving time.

Yesterday

Total Hours

70 Hours Less Total Hours Equal Hours Available Today

Trip #

Shipper

Commodity

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(One Calendar Day - 24 Hours)

Submit ORIGINAL in trip envelope.
Driver retains DUPLICATE in his possession for 8 days.

Driver Code

Total Miles

USE CST (STANDARD TIME AT HOME TERMINAL - TULSA)

Co-Driver Code

Tractor

I certify these entries are true and correct. (Driver's Signature in full)

Log Date (MM/DD/YY)

Trailer 1

(Driver's Name - Printed)

If multiple off-duty days, enter the end date here.

Trailer 2

(Co-Driver's Name - Printed)

808 N. 161st E. Ave Tulsa, OK 74116

(Home Terminal Address)

	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	Hours Worked Last 7 Days	
Off Duty																											
Sleeper Berth																											
Driving																											
On Duty Non-Driving																											
REMARKS																											

1/4 - 25
1/2 - 50
3/4 - 75

Record On-Duty (Non-Driving) time. This is all time a driver spends performing duties other than driving.

Yesterday

Total Hours

70 Hours Less Total Hours Equal Hours Available Today

Trip #

Shipper

Commodity

DUTIES REQUIRED TO BE LOGGED ON-DUTY (NON-DRIVING)

- Driver's Vehicle Inspection Report (DVIR) – Post Trip Inspection
- Fuel Stops
- Securing/Unsecuring
- Load Checks/Tire Checks (if more than 7 mins)
- Scaling Load
- DOT Inspections
- Drop/Hook
- Repowers
- DOT Physicals/Drug Test
- Breakdowns (Waiting for assistance – roadside)

DRIVER'S DAILY LOG - PAPER

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DRIVER'S DAILY LOG

(One Calendar Day - 24 Hours)

Submit ORIGINAL in trip envelope.
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Driver Code

Total Miles

USE CST (STANDARD TIME AT HOME TERMINAL - TULSA)

Co-Driver Code

Tractor

I certify these entries are true and correct. (Driver's Signature in full)

(Driver's Name - Printed)

Log Date (MM/DD/YY)

Trailer 1

(Co-Driver's Name - Printed)

If multiple off-duty days, enter the end date here.

Trailer 2

808 N. 161st E. Ave Tulsa, OK 74116

(Home Terminal Address)

	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	Hours Worked Last 7 Days	
Off Duty																											
Sleeper Berth																											
Driving																											
On Duty Non-Driving																											

REMARKS

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 – this section is to be used to flag a driver's changes in Locations/Duty Statues.

1/4 - 25
1/2 - 50
3/4 - 75

Yesterday

Total Hours

70 Hours Less Total Hours Equal Hours Available Today

Trip # _____

Shipper _____

Commodity _____

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P.O. Box 271 - Tulsa, OK 74101-0271

DRIVER'S DAILY LOG

(One Calendar Day - 24 Hours)

Submit ORIGINAL in trip envelope.
Driver retains DUPLICATE in his possession for 8 days.

Driver Code

Total Miles

USE CST (STANDARD TIME AT HOME TERMINAL - TULSA)

Co-Driver Code

Tractor

I certify these entries are true and correct. (Driver's Signature in full)

Log Date (MM/DD/YY)

Trailer 1

(Driver's Name - Printed)

If multiple off-duty days, enter the end date here.

Trailer 2

(Co-Driver's Name - Printed)

808 N. 161st E. Ave Tulsa, OK 74116

(Home Terminal Address)

	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	Hours Worked last 7 Days	
Off Duty																											
Sleeper Berth																											
Driving																											
On Duty Non-Driving																											
REMARKS																											

<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

1/4 - 25
1/2 - 50
3/4 - 75

Total Hours - This section is to be used to total a driver's daily hours and is required to be filled in at the end of day.

_____ Trip #

_____ Shipper

_____ Commodity

Yesterday

 Total Hours

 70 Hours Less
 Total Hours
 Equal Hours
 Available
 Today

DRIVER'S DAILY LOG - PAPER

Melton Truck Lines, Inc.
P.O. Box 271 - Tulsa, OK 74101-0271

DRIVER'S DAILY LOG

(One Calendar Day - 24 Hours)

Submit ORIGINAL in trip envelope.
Driver retains DUPLICATE in his possession for 8 days.

Driver Code

--	--	--	--	--	--

Total Miles

--	--	--	--

USE CST (STANDARD TIME AT HOME TERMINAL - TULSA)

--

Co-Driver Code

--	--	--	--	--	--

Tractor

--	--	--	--	--	--

I certify these entries are true and correct. (Driver's Signature in full)

Log Date (MM/DD/YY)

--	--	--	--	--	--

Trailer 1

--	--	--	--	--	--

(Driver's Name - Printed)

If multiple off-duty days, enter the end date here.

--	--	--	--	--	--

Trailer 2

--	--	--	--	--	--

(Co-Driver's Name - Printed)

808 N. 161st E. Ave Tulsa, OK 74116

(Home Terminal Address)

	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
Off Duty																									
Sleeper Berth																									
Driving																									
On Duty Non-Driving																									
REMARKS																									

Hours Worked Last 7 Days

Yesterday

Total Hours

--

70 Hours Less Total Hours Equal Hours Available Today

--

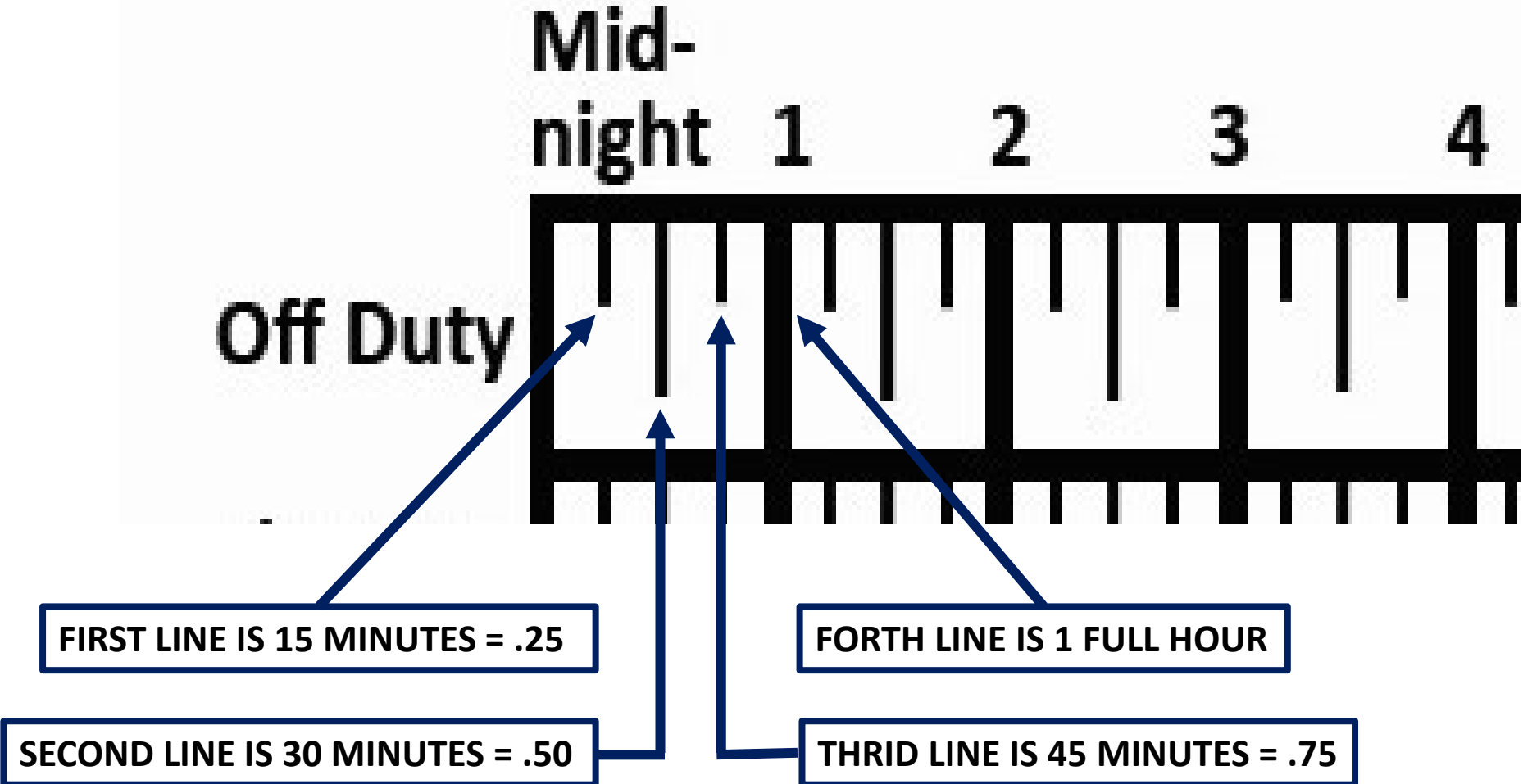
This section is to be used for drivers to maintain/calculate their 8-day Recap.

Trip # _____

Shipper _____

Commodity _____

HOW TO CALCULATE TIME ON THE GRID LINES



DRIVER'S DAILY LOG - PAPER

Melton Truck Lines, Inc.
P.O. Box 271 - Tulsa, OK 74101-0271

DRIVER'S DAILY LOG

(One Calendar Day - 24 Hours)

Submit ORIGINAL in trip envelope.
Driver retains DUPLICATE in his possession for 8 days.

Driver Code
Y o u r D C

Total Miles
[][][][]

Co-Driver Code
[][][][][]

Tractor
[] 1 4 4 0 4

Log Date (MM/DD/YY)
T o d a y []

Trailer 1
[] 3 5 1 2 1

If multiple off-duty days, enter the end date here.
[][][][][][]

Trailer 2
[][][][][][]

USE CST (STANDARD TIME AT HOME TERMINAL - TULSA)

[Signature Line]

I certify these entries are true and correct. (Driver's Signature in full)

Print Your Name

(Driver's Name - Printed)

N/A

(Co-D

808 N. 161st E

(Hom

	Mid-night	1	2	3	4	5	6	7	8	9	10	11	Noon	1	2	3	4	5	6	7	8	9	
Off Duty																							
Sleeper Berth																							
Driving																							
On Duty Non-Driving																							
REMARKS																							

Total Hours	Hours Worked Last 7 Days	Hours Worked Last 7 Days
0925	8	
0975	10.5	10.5
0350	9.5	9.5
0150	11	11
	11.5	11.5
24	5	5
	4.5	4.5
	Yesterday	5
	Total Hours	Yesterday
	60	Total Hours
	70 Hours Less Total Hours Available Today	70 Hours Less Total Hours Available Today
	10	

123456
Trip #

ACME
Shipper

DRIVER'S DAILY LOG - PAPER

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P.O. Box 271 - Tulsa, OK 74101-0271

DRIVER'S DAILY LOG

(One Calendar Day - 24 Hours)

Submit ORIGINAL in trip envelope.
Driver retains DUPLICATE in his possession for 8 days.

Driver Code
Y o u r D C

Total Miles
[] [] [] []

USE CST (STANDARD TIME AT HOME TERMINAL - TULSA)

Co-Driver Code
[] [] [] [] [] []

Tractor
[] 1 4 4 0 4

I certify these entries are true and correct. (Driver's Signature in full)

Print Your Name

(Driver's Name - Printed)

N/A

(Co-Driver's Name - Printed)

Log Date (MM/DD/YY)
T o d a y [] [] []

Trailer 1
[] 3 5 1 2 1

808 N. 161st E. Ave Tulsa, OK 74116

(Home Terminal Address)

	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	Hours Worked Last 7 Days
Off Duty	[Vertical tick marks]																							[] [] [] []	10.5	
Sleeper Berth	[Vertical tick marks]																							[] [] [] []	9.5	
Driving	[Vertical tick marks]																							[] [] [] []	11	
On Duty Non-Driving	[Vertical tick marks]																							[] [] [] []	11.5	
REMARKS	[Vertical tick marks]																							[] [] [] []	5	
	[Vertical tick marks]																							[] [] [] []	4.5	
	[Vertical tick marks]																							[] [] [] []	5	
	[Vertical tick marks]																							[] [] [] []	Yesterday	
	[Vertical tick marks]																							[] [] [] []	Total Hours	
	[Vertical tick marks]																							[] [] [] []	57	
	[Vertical tick marks]																							[] [] [] []	70 Hours Less Total Hours Equal Hours Available Today	
	[Vertical tick marks]																							[] [] [] []	13	

123456
Trip #

ACME
Shipper

Stone
Commodity

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DRIVER'S DAILY LOG

(One Calendar Day - 24 Hours)

Submit ORIGINAL in trip envelope.
Driver retains DUPLICATE in his possession for 8 days.

Driver Code
Y o u r D C

Total Miles
[][][][]

USE CST (STANDARD TIME AT HOME TERMINAL - TULSA)

Co-Driver Code
[][][][][]

Tractor
1 4 4 0 4

[Signature Line]

I certify these entries are true and correct. (Driver's Signature in full)

Log Date (MM/DD/YY)
T o d a y [][]

Trailer 1
3 5 1 2 1

Print Your Name

(Driver's Name - Printed)

N/A

(Co-Driver's Name - Printed)

If multiple off-duty days, enter the end date here.
[][][][][][]

Trailer 2
[][][][][][]

808 N. 16th St E. Ave Tulsa, OK 74116

(Home Terminal Address)

	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	
Off Duty																									10.5	
Sleeper Berth																										9.5
Driving																										11
On Duty Non-Driving																										11.5
																										5
																										4.5
																										5
REMARKS																										Yesterday

Tulsa, OK
PTI

123456
Trip #

ACME
Shipper

Stone
Commodity

Hours Worked Last 7 Days	10.5
	9.5
	11
	11.5
	5
	4.5
	5
Yesterday	
Total Hours	57
70 Hours Less Total Hours Equal Hours Available Today	13

DRIVER'S POST TRIP VEHICLE INSPECTION REPORT

DRIVER'S POST TRIP VEHICLE INSPECTION REPORT

AS REQUIRED BY THE D.O.T. FEDERAL MOTOR CARRIER SAFETY REGULATIONS - D.O.T. 396.11

Carrier's Name: Melton Truck Lines, Inc Date: _____ Time: _____

Carrier's Address: P.O. BOX 271 - Tulsa, OK 74101-0271 BOL #: _____

Tractor(s) #(s): _____ Trailer(s) #(s): _____ License Plate(s) #(s): _____

	Driver's Report	Mechanic's Report		Driver's Report	Mechanic's Report		Driver's Report	Mechanic's Report
Brake Lines to Trailer _____			Fuel System _____			Seat Belts _____		
Electric Lines to Trailer _____			Cooling System _____			Horn _____		
Drive Line _____			Engine _____			Windshield Wipers _____		
Coupling Devices _____			Leaks _____			Parking Brakes _____		
Tires, Wheels, Rims _____			Head Lights _____			Clutch _____		
Springs _____			Tail Lights _____			Transmission _____		
Body _____			Stop Lights _____			Rear Vision Mirror _____		
Glass _____			Turn Signal Lights _____			Steering _____		
EMERGENCY EQUIPMENT			Clearance & Marker Lights _____			Service Brakes _____		
Spare Bulbs & Fuses _____			Reflectors _____			Other Items _____		
Fire Extinguisher _____			Air Pressure Warning Device _____					
Torches/Lanterns/Reflectors _____			Oil Pressure _____					

Driver - Only check box if defective **Mechanic** - Check box & initial when corrected

IMMEDIATELY REPORT THE DISCOVERY OF ANY CONTRABAND: FALSE COMPARTMENTS OR ANY OTHER ANOMALIES TO YOUR DRIVER MANAGER.

I HAVE MADE SINSPECTION AS REQUIRED ON LISTED ITEMS:

(DRIVER'S SIGNATURE) _____	(DATE) _____
----------------------------	--------------

ABOVE DEFECTS CORRECTED
 ABOVE DEFECTS NEED NOT BE CORRECTED FOR SAFE OPERATION OF VEHICLE

(MECHANIC'S SIGNATURE) _____	(DATE) _____	(DRIVER'S SIGNATURE) _____	(DATE) _____
------------------------------	--------------	----------------------------	--------------

SIGN HERE ONLY IF NOTED DEFECTS ARE CORRECTED

Threat & Contraband Inspections

Tractor

Doors _____

Battery Box _____

Air Breather _____

Fuel Tanks _____

Sleeper _____

Fairings _____

Tarp Boxes _____

Headache Rack/Chain Box _____

APU Compartment _____

Engine Compartment _____

Trailer

Fifth Wheel _____

Under Carriage _____

Crossmember _____

Tires/Wheels _____

DRIVER'S DAILY LOG - PAPER

Melton Truck Lines, Inc.
P.O. Box 271 - Tulsa, OK 74101-0271

DRIVER'S DAILY LOG

(One Calendar Day - 24 Hours)

Submit ORIGINAL in trip envelope.
Driver retains DUPLICATE in his possession for 8 days.

Driver Code
Y o u r D C

Total Miles
3 8 9

USE CST (STANDARD TIME AT HOME TERMINAL - TULSA)

Co-Driver Code
[] [] [] [] [] []

Tractor
1 4 4 0 4

[Signature Line]

I certify these entries are true and correct. (Driver's Signature in full)

Log Date (MM/DD/YY)
T o d a y [] [] []

Trailer 1
3 5 1 2 1

Print Your Name

(Driver's Name - Printed)

N/A

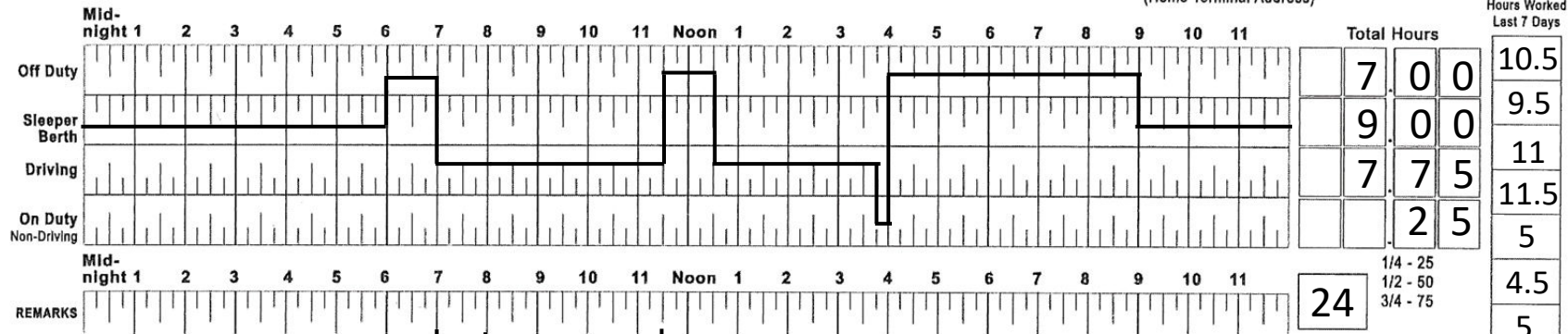
(Co-Driver's Name - Printed)

If multiple off-duty days, enter the end date here.
[] [] [] [] [] []

Trailer 2
[] [] [] [] [] []

808 N. 161st E. Ave Tulsa, OK 74116

(Home Terminal Address)



Tulsa, OK
PTI
123456
Trip #

Somewhere, OK
LC|TC

Anywhere, OK
Break LC|TC

Lost, OK
PTI
ACME
Shipper

Stone
Commodity

70 Hours Less
Total Hours
Equal Hours
Available
Today
13

DRIVER'S POST TRIP VEHICLE INSPECTION REPORT

DRIVER'S POST TRIP VEHICLE INSPECTION REPORT

AS REQUIRED BY THE D.O.T. FEDERAL MOTOR CARRIER SAFETY REGULATIONS - D.O.T. 396.11

Carrier's Name: Melton Truck Lines, Inc Date: Today Time: 1545

Carrier's Address: P.O. BOX 271 - Tulsa, OK 74101-0271 BOL #: 123456

Tractor(s) #(s): 14404 Trailer(s) #(s): 35121 License Plate(s) #(s): OK 14432 OK 77486

	Driver's Report	Mechanic's Report		Driver's Report	Mechanic's Report		Driver's Report	Mechanic's Report
Brake Lines to Trailer			Fuel System			Seat Belts		
Electric Lines to Trailer			Cooling System			Horn		
Drive Line			Engine			Windshield Wipers		
Coupling Devices			Leaks			Parking Brakes		
Tires, Wheels, Rims			Head Lights			Clutch		
Springs			Tail Lights			Transmission		
Body			Stop Lights			Rear Vision Mirror		
Glass			Turn Signal Lights			Steering		
EMERGENCY EQUIPMENT			Clearance & Marker Lights			Service Brakes		
Spare Bulbs & Fuses			Reflectors			Other Items		
Fire Extinguisher			Air Pressure Warning Device					
Torches/Lanterns/Reflectors			Oil Pressure					

Driver - Only check box if defective **Mechanic - Check box & initial when corrected**

IMMEDIATELY REPORT THE DISCOVERY OF ANY CONTRABAND, FALSE COMPARTMENTS OR ANY OTHER ANOMALIES TO YOUR DRIVER MANAGER.

I HAVE MADE SINSPECTION AS REQUIRED ON LISTED ITEMS:

Sign Today

(DRIVER'S SIGNATURE) (DATE)

ABOVE DEFECTS CORRECTED

ABOVE DEFECTS NEED NOT BE CORRECTED FOR SAFE OPERATION OF VEHICLE

(MECHANIC'S SIGNATURE) (DATE) (DRIVER'S SIGNATURE) (DATE)

SIGN HERE ONLY IF NOTED DEFECTS ARE CORRECTED

- Threat & Contraband Inspections**
- Tractor**
- Doors
 - Battery Box
 - Air Breather
 - Fuel Tanks
 - Sleeper
 - Fairings
 - Tarp Boxes
 - Headache Rack/Chain Box
 - APU Compartment
 - Engine Compartment
- Trailer**
- Fifth Wheel
 - Under Carriage
 - Crossmember
 - Tires/Wheels

DRIVER'S DAILY LOG - PAPER

Melton Truck Lines, Inc.
P.O. Box 271 - Tulsa, OK 74101-0271

DRIVER'S DAILY LOG

(One Calendar Day - 24 Hours)

Submit ORIGINAL in trip envelope.
Driver retains DUPLICATE in his possession for 8 days.

Driver Code
Y o u r D C

Total Miles
3 8 9

USE CST (STANDARD TIME AT HOME TERMINAL - TULSA)

Sign

I certify these entries are true and correct. (Driver's Signature in full)

Co-Driver Code
[] [] [] [] [] []

Tractor
1 4 4 0 4

Print Your Name

(Driver's Name - Printed)

Log Date (MM/DD/YY)
T o d a y [] [] []

Trailer 1
3 5 1 2 1

N/A

(Co-Driver's Name - Printed)

If multiple off-duty days, enter the end date here.

[] [] [] [] [] []

Trailer 2
[] [] [] [] [] []

808 N. 161st E. Ave Tulsa, OK 74116

(Home Terminal Address)

	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	Hours Worked Last 7 Days	
Off Duty																									7 0 0	10.5	
Sleeper Berth																										9 0 0	9.5
Driving																										7 7 5	11
On Duty Non-Driving																										2 5	11.5
REMARKS																									24	5	
																										1/4 - 25	4.5
																										1/2 - 50	5
																										3/4 - 75	Yesterday
																											Total Hours
																											57
																											70 Hours Less Total Hours Equal Hours Available Today
																											13

Tulsa, OK
PTI
123456
Trip #

Somewhere, OK
LC|TC

Anywhere, OK
Break LC|TC

Lost, OK
PTI
ACME
Shipper

Stone
Commodity

70 Hours Less Total Hours Equal Hours Available Today
13



QUESTIONS