

Date: _____
 Client: _____
 Address: _____

1. Enter the Weight of the heaviest item handled in each container
2. Enter the total number of pieces in each container
3. Enter the number of different items which had to be sorted
4. Indicate with a tick if the pallets had to be shrink wrapped
5. Indicate with a tick if a TeamWork Oz Employee was in charge of a Forklift at any stage during the job
6. Indicate any DOWNTIME incurred while working on this site
- 7. Ensure a site supervisor signs this form upon completion**

Downtime is any unworked time spent on site due to reasons beyond your control. eg - container not arrived at scheduled start time.

Container Number	20'/40'	Product	Weight Kg	No of pieces	No. of Sorts	Shrink wrap	Down Time	Start Time	Finish Time	Break	Team Members	Complete Y/N

Team member	Start	Finish	Start	Finish	Break	Total	Signature	Rating

Rating is between 1 & 5. 1 is Excellent, 2, 3, 4, 5 is Poor

Site Manager/Supervisor _____

Please Fax to office on the same day 03 9706 5835

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