

EMPLOYEES' DAILY SIGN-IN LOG

Prime Contractor: _____ Subcontractor: _____ Contract #: _____

Address: _____ Agency: _____

Project Name/Location: _____ Date: _____

<u>Employees Name</u>	<u>Classification</u>	<u>Time In</u>	<u>Employees Signature</u>	<u>Time Out</u>	<u>Employees Signature</u>

I HEREBY CERTIFY THAT THE ABOVE INFORMATION IS TRUE AND CORRECT AND REPRESENTS ALL PERSONS EMPLOYED BY MY FIRM ON THE ABOVE PROJECT ON THIS DATE.

NOTE: WORKERS THEMSELVES MUST SIGN IN AT THE TIME THEY ARRIVE AND SIGN OUT WHEN THEY LEAVE AND NOT SIGN IN AND OUT AT THE SAME TIME.

Signature(Contractors Representative)

Name(Print)

Title

Date