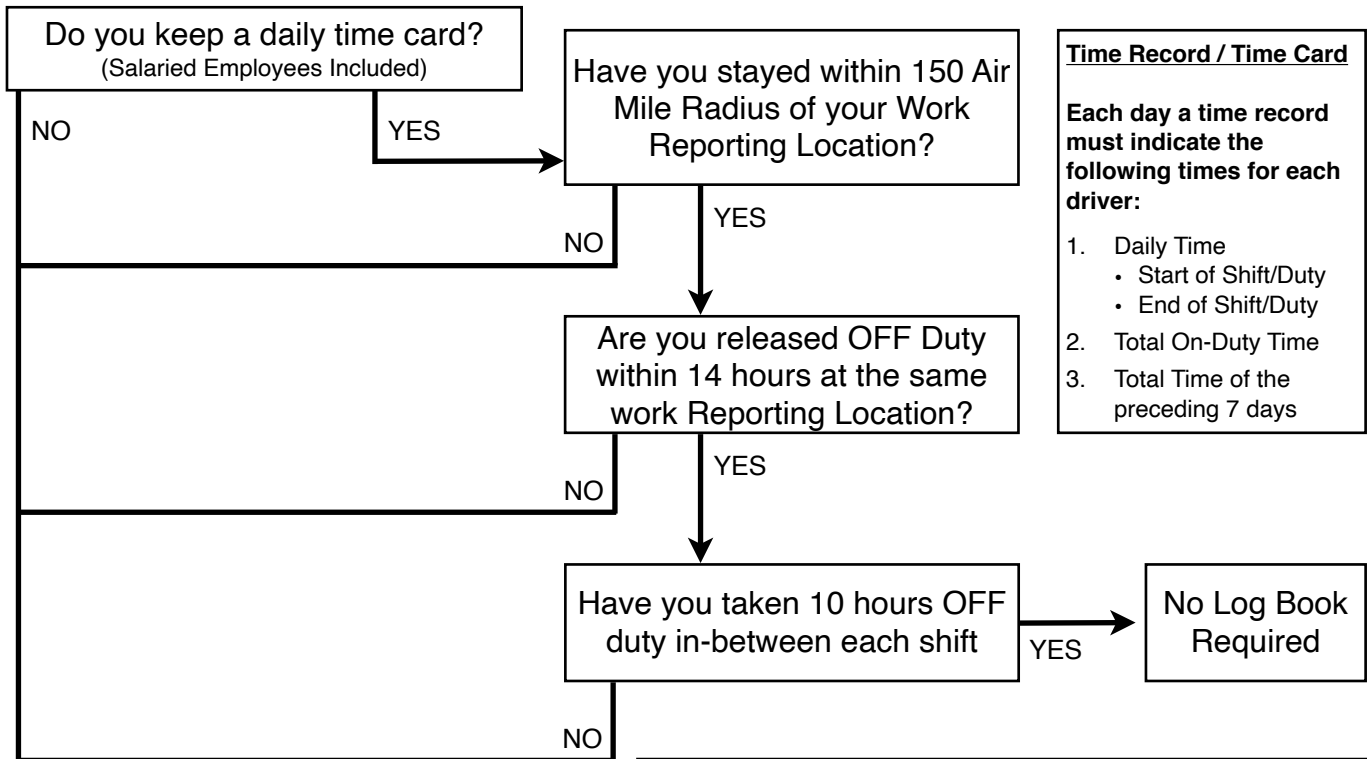


Local CDL Drivers - When to complete Log Books/ELD's

Revised - September 29, 2020



Time Record / Time Card

Each day a time record must indicate the following times for each driver:

1. Daily Time
 - Start of Shift/Duty
 - End of Shift/Duty
2. Total On-Duty Time
3. Total Time of the preceding 7 days

Special Notes

30 Minute Break - Does not apply to Short Haul Operations.

60/70 Hour Rule - Applicable to all drivers regardless of the Short Haul Exception.

- Motor Carriers and Drivers must monitor all weekly On-Duty Hours to ensure no driving occurs after either the 60th / 70th hour of On-Duty Time.
- Motor Carrier must declare which rule they are operating under as outlined in 395.3(c) for the 60/70 Hour Rule.

Property-Carrying Driver (16 Hour Long Day) - This exception may still be used once a week or once in-between 7/8 day cycle resets. A driver claiming this exception must be local operations and have a record of duty status.

ELD - Any driver with more than 8 records of duty status in a 30 day period must make use of an authorized ELD Device.

U.S. DEPARTMENT OF TRANSPORTATION
DRIVER'S TIME RECORD
(ONLY CALENDAR DAY - 24 HOURS)

ORIGINAL - Submit to carrier within 10 days
DUPLICATE - Driver retains possession for eight days

(MONTH) (DAY) (YEAR) (TOTAL MILES DRIVING TODAY) I certify these entries are true and correct. (VEHICLE NUMBERS - (SHOW EACH UNIT))

(NAME OF CARRIER OR CARRIERS) (DRIVER'S SIGNATURE IN FULL)
(MAIN OFFICE ADDRESS) (NAME OF CO-DRIVER)

TIME	1	2	3	4	5	6	7	8	9	10	11	NOON	1	2	3	4	5	6	7	8	9	10	11	
1: OFF DUTY																								
2: SLEEPER BERTH																								
3: DRIVING																								
4: ON DUTY (NOT DRIVING)																								
REMARKS																								

Pro or Shipping No. _____



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