**TIME SHEET  
DIRECT DRIVERS SERVICES LTD** Drivers Name ***\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_***

TEL 07977811009 TEL&FAX 01945588089 EMAIL TIMESHEETS@DDS-LTD.COM

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| Date |  |  |  |  |  |  |  |
| XXXXXXXXX | Monday | Tuesday | Wednesday | Thursday | Friday | Saturday | Sunday |
| Customer |  |  |  |  |  |  |  |
| Vehicle no |  |  |  |  |  |  |  |
| Depot |  |  |  |  |  |  |  |
| Start klms |  |  |  |  |  |  |  |
| Finish klms |  |  |  |  |  |  |  |
| DEFECTS |  |  |  |  |  |  |  |
| Work done |  |  |  |  |  |  |  |
| Start time |  |  |  |  |  |  |  |
| Finish time |  |  |  |  |  |  |  |
| Expenses |  |  |  |  |  |  |  |
| POA Times |  |  |  |  |  |  |  |
| Total POA |  |  |  |  |  |  |  |
| Break Times |  |  |  |  |  |  |  |
| Breaks Total |  |  |  |  |  |  |  |
| Total Time Driving |  |  |  |  |  |  |  |
| Digi-Card used  YES/NO |  |  |  |  |  |  |  |
| Comments |  |  |  |  |  |  |  |

EMAIL TO [TIMESHEETS@DDS-LTD.COM](mailto:TIMESHEETS@DDS-LTD.COM) Thank you. Driver Signature ………………………………..