

ROOFERS LOCAL 96
APPRENTICE & ON-THE-JOB TRAINING MONTHLY RECORD CARD
 DIVISION OF APPRENTICESHIP MN DEPT. OF LABOR & INDUSTRY ST. PAUL, MN
 YEAR _____

Jan ___ Feb ___ Mar ___ Apr ___ May ___ Jun ___ Jul ___ Aug ___ Sep ___ Oct ___ Nov ___ Dec ___

NAME _____					PHASE _____		
CURRENT HOURLY PAY RATE _____					EMPLOYER _____		
RELATED TRAINING HOURS _____					ADDRESS _____		
MONTHLY PERFORMANCE RATING SUPERVISOR CHECK ONE BELOW					SUPV. SIG.: _____		
*Unsat. ___ Sat. ___ Ex. ___ Sup. ___					TRAINEE SIG.: _____		
*EXPLAIN UNSAT. RATING ON REVERSE							
HRS. WORKED (SEE PROCESS, ATTACHED TO AGREEMENT) USE CATEGORIES A, B, C, & D							
DATE		A	B	C	D	TOTAL	
1							A. Loading & unloading materials & equipment. All tear-off work. Clean-up work. Roof safety work - warning lines etc. Aluminum or other protective coatings.
2							
3							
4							
5							
6							
7							
8							B. All hot work - Asphalt or pitch Deck priming. Vapor barrier. Insulation application - taper or flat, crickets & cant. Application of felt membrane. Applying hot - hand or mechanical. Flashings - curb, wall, etc. Setting drains, stacks, pitch pans, etc. Graveling or smooth coat.
9							
10							
11							
12							
13							
14							
15							
16							
17							
18							C. All single ply systems - E.P.D.M. (rubber) P.V.C., Hypalon, & torch applied Modified systems. Insulation application. All penetrations - curbs, drains, stacks, etc. All Flashing & detail work.
19							
20							
21							
22							
23							
24							
25							
26							
27							
28							
29							
30							
31							
Monthly Total							D. Shingling, Slate, Tile, & Waterproofing. Other work for company - Equipment Maintenance Warehouse work. Work for owner
Previous Total							
Current Total							

Please use one of the following options to report your time sheet

Mail to or drop off:
ROOFERS LOCAL 96
 9174 Isanti St. NE
 Blaine, MN 55449

Fax to:
(763)230-7670

E-mail to: info@96jac.com
www.96jac.com

*This form must be completed in full, signed, and submitted every month!!
 Must be received by the 15th of the following month*