

Detention Documentation



BUCHANAN

Hauling & Rigging Inc.

Phone (260) 471-1877 * Fax (260) 918-4443 * Email: rates@buchananhauling.com

Buchanan Load # 1

PLANT NAME _____ CITY _____ STATE _____

SCHEDULED ARRIVAL TIME _____ DATE _____

IN TIME _____ OUT TIME _____ TOTAL HOURS _____

AUTHORIZED EMPLOYEE NAME _____

(Print Clearly)

SIGNATURE _____ TITLE _____ BADGE # _____

(Authorizing Employee)

DATE SIGNED _____ TIME SIGNED _____

DRIVER NAME _____ TRUCK # _____ TRAILER # _____

DRIVER SIGNATURE _____

***** **Drivers must follow all procedures below.** *****

- ALL ITEMS ON THIS FORM MUST BE COMPLETED.
- DISPATCH MUST OBTAIN WRITTEN RATE CONFIRMATION. ATTACH A COPY TO THIS FORM.
- IN TIME, OUT TIME, DATE AND AUTHORIZED SIGNATURE MUST BE ON THE BOL.
- CALL DISPATCH AT ARRIVAL, AFTER SITTING FOR 2 HOURS, EVERY 2 HOURS AFTER THAT AND AGAIN AT DEPARTURE.
- PROVIDE DISPATCH WITH THE NAME, TITLE AND, IF POSSIBLE, BADGE NUMBER OF AUTHORIZING EMPLOYEE.
- DOCUMENT TIMES PRECISELY.
- THIS FORM MUST BE SIGNED BY AN AUTHORIZED EMPLOYEE.
- FAX THIS FORM INTO THE RATES LINE (260) 918-4443.
- SEND THIS ORIGINAL IN WITH YOUR PAPERWORK VIA TRIP-PAK.
- KEEP A COPY FOR YOUR RECORDS.