

Name of Assigned Carrier				Finance Number				Social Security Number				Des/Act	Route No.			FLSA	Year	PP		
WK	Actual Weekly Hours		Work Days	Equipment Allowance				Leave - Whole Hours				N - No Service						Xmas Assist Work Hours		
	Hours	100s		Hours	Tr	Miles	GT	Annual	Sick	Other	COP	Sat.	Mon.	Tue.	Wed.	Thur.	Fri.	Hours	100s	
1	Hours	100s		Hours															Hours	100s
2	Hours	100s		Hours															Hours	100s

Des/Act	Name of Relief Carrier	Social Security Number	Week 1 Information				Week 2 Information							
			Actual Weekly Hours	Equipment Allowance			Actual Weekly Hours	Equipment Allowance						
				Hours	Tr	Miles		GT	Hours	Tr	Miles	GT		
			Hours	100s					Hours	100s				
			Hours	100s					Hours	100s				
			Hours	100s					Hours	100s				
			Hours	100s					Hours	100s				
			Hours	100s					Hours	100s				
			Hours	100s					Hours	100s				

This certifies that the above carrier rendered service in compliance with Postal regulations.	Postmaster's Signature	Date	Carrier's Initials
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**AUXILIARY RURAL CARRIER TIME CERTIFICATE**

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■ Equipment Maintenance Allowance

Hours - 2 digits

Trips - 1 digit

Miles - 3 digits

■ Leave Hours

Each hours type = 2 digits. All leave hours are valid for Auxiliary Carriers (Des. 77 and Des. 79) only. (COP hours valid for Des. 73-75-78-79.)

■ DACA (Days Assigned Carrier Absent) for Auxiliary Route only. Enter N (No Service) when service is performed by relief carrier.