Date:_____

Delivery Boy Shift End Checklist	
Task	**Driver Initials**
I have notified the delivery driver app that I am done receiving orders for the day and signed out of the app on my smartphone	
I returned the cash bag to the on-site supervisor. Cash amount has been approved	
I wiped out the inside/outside of my delivery backpack using the sanitizing spray bottle + damp rag, and returned it to the designated bag storage area	
I am taking my worn uniform home to be washed thoroughly, dried, ironed, and folded for my next shift	
+	
I have been approved by the supervisor to end my shift	**Supervisor Initials:**

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