

JET DAILY CONTACT LOG

Full Name: _____ Date: _____ Case Manager: _____

TIME	CONTACT INFORMATION Name of Business, Address, & Phone Number	ACTIVITY: What did you do?	Use this space to provide info, or if you contacted more than one employer. What position did you apply for ? Who did you speak with?
8:00-9:00		<input type="checkbox"/> Interview <input type="checkbox"/> Dropped off resume <input type="checkbox"/> Filled out application <input type="checkbox"/> Follow-up <input type="checkbox"/> Internet <input type="checkbox"/> Other (Explain)	
9:00-9:30		<input type="checkbox"/> Interview <input type="checkbox"/> Dropped off resume <input type="checkbox"/> Filled out application <input type="checkbox"/> Follow-up <input type="checkbox"/> Internet <input type="checkbox"/> Other (Explain)	
9:30-10:30		<input type="checkbox"/> Interview <input type="checkbox"/> Dropped off resume <input type="checkbox"/> Filled out application <input type="checkbox"/> Follow-up <input type="checkbox"/> Internet <input type="checkbox"/> Other (Explain)	
10:30-11:30		<input type="checkbox"/> Interview <input type="checkbox"/> Dropped off resume <input type="checkbox"/> Filled out application <input type="checkbox"/> Follow-up <input type="checkbox"/> Internet <input type="checkbox"/> Other (Explain)	
11:30-12:30		<input type="checkbox"/> Interview <input type="checkbox"/> Dropped off resume <input type="checkbox"/> Filled out application <input type="checkbox"/> Follow-up <input type="checkbox"/> Internet <input type="checkbox"/> Other (Explain)	
12:30-1:30		<input type="checkbox"/> Interview <input type="checkbox"/> Dropped off resume <input type="checkbox"/> Filled out application <input type="checkbox"/> Follow-up <input type="checkbox"/> Internet <input type="checkbox"/> Other (Explain)	
1:30-2:30		<input type="checkbox"/> Interview <input type="checkbox"/> Dropped off resume <input type="checkbox"/> Filled out application <input type="checkbox"/> Follow-up <input type="checkbox"/> Internet <input type="checkbox"/> Other (Explain)	
2:30-3:30		<input type="checkbox"/> Interview <input type="checkbox"/> Dropped off resume <input type="checkbox"/> Filled out application <input type="checkbox"/> Follow-up <input type="checkbox"/> Internet <input type="checkbox"/> Other (Explain)	
3:30-4:30		<input type="checkbox"/> Interview <input type="checkbox"/> Dropped off resume <input type="checkbox"/> Filled out application <input type="checkbox"/> Follow-up <input type="checkbox"/> Internet <input type="checkbox"/> Other (Explain)	
4:30-5:30		<input type="checkbox"/> Interview <input type="checkbox"/> Dropped off resume <input type="checkbox"/> Filled out application <input type="checkbox"/> Follow-up <input type="checkbox"/> Internet <input type="checkbox"/> Other (Explain)	

**You MUST document 8 hours of job search per day and submit logs DAILY to your Case Manager
INCOMPLETE LOGS WILL NOT BE ACCEPTED**