

## Contractor checklist

Name of company		
Name of representative		
Phone number		
Date		
Do I have to pay a goodwill and/or franchise or contract fee?	Yes / No	If yes, how much?
What is the hourly rate being paid?	\$	
Am I guaranteed a minimum number of hours per week?	Yes / No	If yes, how many?
Are they prepared to put this in writing?	Yes / No	
Am I paid a waiting time allowance?	Yes / No	If yes, how much?
Does the company take fees out of the gross remuneration?	Yes / No	
<ul style="list-style-type: none"> <li>If yes, which ones?</li> </ul>	Radio Uniform Comprehensive insurance Public liability insurance Load transit insurance Sickness and accident insurance Management	Yes / No Yes / No Yes / No Yes / No Yes / No Yes / No Yes / No
To cover the company's costs, does the company take a percentage out of the vehicle's gross earnings?	Yes / No	If yes, how much?
Is the company advertising for owner-drivers on a regular basis?	Yes / No	If yes, why?
Are there periods where earnings can be affected?	Yes / No	If yes, when?
How soon are accounts settled?		
Does the company provide maintenance facilities?	Yes / No	If yes, is there a charge?
What are the provisions if either party wishes to terminate the contract before the term runs out?		