

**EVERY SIX MONTHS WITH AT LEAST 670 HOURS WORKED
YOU MAY BE ELIGIBLE FOR A RAISE
WORKSHEETS MUST BE TURNED IN**

WORKSHEETS MUST BE FILLED OUT AND MAILED IN MONTHLY
WHETHER YOU WORKED OR NOT IN ORDER TO RECEIVE YOUR
RAISE ON TIME. DELAYS WILL EXTEND YOUR APPRENTICESHIP.

**DO NOT FORGET TO ADD THE TOTAL AT THE BOTTOM OF
THE SHEET.**

PUT YOUR HOURS WORKED IN THE BOX ACORDING TO DATE
AND TYPE OF WORK

CRAFT FUNC TION	1	2	3	4	5	6	7	8	9	10	11	12
SETTING WALL TILE	8						8					
SETTING FLOOR TILE		4		4		4		4				
SETTING WALL TILE		4	8					8		8		
GROUTING WALLS				4	8	4			4			
HAND WRITE IN FUNCTION IN EMPTY BOXES												

**ABOVE IS AN EXAMPLE - DO NOT USE AN “X” USE EMPTY
AREAS TO DETAIL CRAFT FUNCTIONS NOT LISTED.**

**WORKSHEETS ARE REQUIRED BY THE COMMITTEE TO TRACK
YOUR PROGRESS THROUGHOUT YOUR APPRENTICESHIP.**

**THE EVALUATION AT THE BOTTOM OF YOUR WORKSHEET
MUST BE FILLED OUT BY YOUR FOREMAN, PRINT HIS/HER
NAME AND LIST THEIR CELL #.**

**IF YOU HAVE, ANY QUESTIONS FEEL FREE TO EMAIL ME
tom.ward@bricklayers.org TEXT OR CALL MY CELL 734-552-7066.**

**FRATERNAL REGARDS,
TOM WARD - APPRENTICE COORDINATOR**