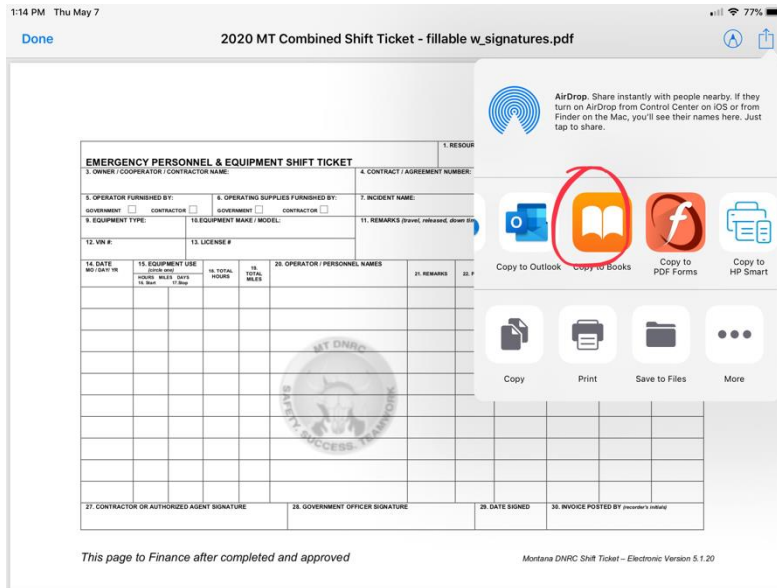


Montana DNRC Combined Emergency Personnel & Equipment Fillable Shift Ticket instructions for Apple Devices

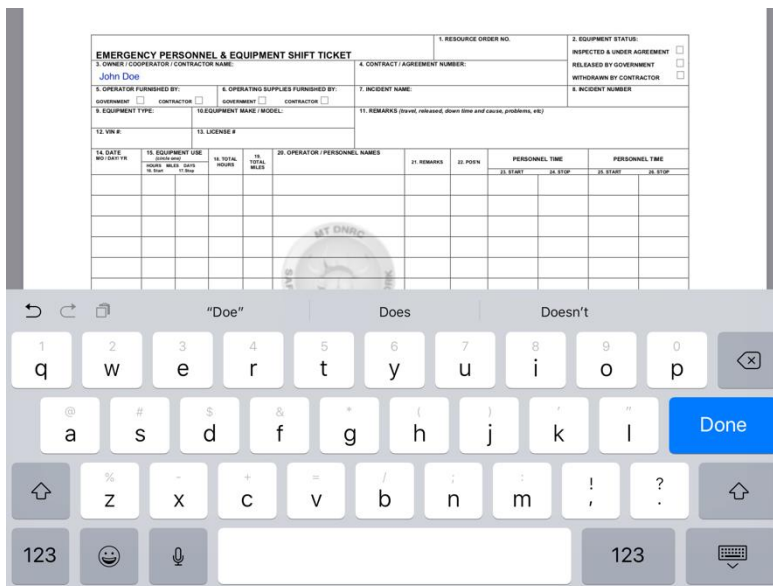
Download the PDF Version of the combined shift ticket.

Use an application from your App store that allows you to fill and sign PDF forms. There are several free apps from the Apple App Store and Google play.

Alternatively, you can open the PDF file on an Apple device in the Books app on Apple. Books will allow you to open the app, fill in the blanks that need to be filled in on the sheet and also allow you to use your finger to sign the document at the bottom.



Tap in the blanks and fill them out using the keypad.



Click the pen icon in the upper right side to open annotation tools.



Zoom the appropriate signature field you wish to sign and use the pen in the annotations tool bar. Select **BLUE** for your ink color. You can also sign using your finger.



This page to Finance after completed a



Email (or Airdrop if you both have Apple devices) your completed and signed copy to your Supervisor. Your Supervisor should be able to open the shift ticket in their pdf App, and Sign/Approve.

1:38 PM Thu May 7 74%

2020 MT Combined Shift Ticket - fillable w_signatures

AirDrop. Share instantly with people nearby. If they turn on AirDrop from Control Center on iOS or from Finder on the Mac, you'll see their names here. Just tap to share.

Mail **More**

Print **More**

TICKET		1. RESOURCE ORDER NO.	2. EQUIPMENT STATUS:	
4. CONTRACT/AGREEMENT NUMBER		<input type="checkbox"/> SUSPECTED UNDER AGREEMENT <input type="checkbox"/> RELEASED BY GOVERNMENT <input type="checkbox"/> WITHDRAWN BY CONTRACTOR		
5. ID BY:	7. INCIDENT NAME:	8. INCIDENT NUMBER		
11. REMARKS (injury, released, down time and causes, problems, etc)				
PERSONNEL NAMES				
21. PERSON	22. POSITION	PERSONNEL TIME		PERSONNEL TIME
		23. START	24. STOP	25. START
				26. STOP
27. CONTRACTOR OR AUTHORIZED AGENT SIGNATURE		28. GOVERNMENT OFFICER SIGNATURE	29. DATE SIGNED	
John Doe		The Boss		


38. INVOICE POSTED BY (operator's initials)

This page to Finance after completed and approved Montana DNRC Shift Ticket - Electronic Version 5.1.20

1 of 1

Mail 2:30 PM Thu May 7 59%

2020 MT Combined Shift Ticket - fillable w_signatures

				
27. CONTRACTOR OR AUTHORIZED AGENT SIGNATURE		28. GOVERNMENT OFFICER SIGNATURE	29. DATE SIGNED	
John Doe		The Boss		

This page to Finance after completed and approved Mont.

1 of 1

The Supervisor can then turn it in or send to Finance from their device.