

# WORK SEARCH ACTIVITY LOG

To continue receiving benefits, you must apply for full-time work **at least:**  
**3 times per week — 3 different employers**  
 You must also keep a record of your work search.  
**Note: Any wages earned must be reported.**

Use this work search log to:

- Record your job search activities,
- Take with you to any *neWORKri* appointments,
- Prove you are looking for work if you are randomly selected.

Name: \_\_\_\_\_ SSN Last 4: \_\_\_\_\_ Previous Job: \_\_\_\_\_

Previous Pay: \$ \_\_\_\_\_ Job(s) you are looking for now: \_\_\_\_\_ Minimum pay you will accept: \$ \_\_\_\_\_

WEEK 1 - Starting Sunday (date):					Through Saturday (date):			
Date	Position	Pay Rate	Employer name/address/phone/URL	Person Contact	Contacted by	Result		

WEEK 2 - Starting Sunday (date):					Through Saturday (date):			
Date	Position	Pay Rate	Employer name/address/phone/URL	Person Contact	Contacted by	Result		

DLT is an equal opportunity employer/program - auxiliary aids and services available upon request. TTY via RI Relay: 711

WEEK 3 - Starting Sunday (date):					Through Saturday (date):			
Date	Position	Pay Rate	Employer name/address/phone/URL	Person Contact	Contacted by	Result		

WEEK 4 - Starting Sunday (date):					Through Saturday (date):			
Date	Position	Pay Rate	Employer name/address/phone/URL	Person Contact	Contacted by	Result		

WEEK 5 - Starting Sunday (date):					Through Saturday (date):			
Date	Position	Pay Rate	Employer name/address/phone/URL	Person Contact	Contacted by	Result		

**Tip:** You can print additional copies of this work search log if you need additional weeks!

For more information and to print more copies of this log, please visit <https://dlt.ri.gov/ui/worksearch/>

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