

# RELEASE FOR PROFESSIONAL REFERENCE

Applicant's Name \_\_\_\_\_

Position Applied For \_\_\_\_\_

Former Employer \_\_\_\_\_ Position \_\_\_\_\_

I, authorize \_\_\_\_\_ former employer, to release the following information to \_\_\_\_\_ potential employer, so they may further evaluate my qualifications for the above-mentioned position.

The information I authorize you to share is valid only for those Categories I have initialed below:

| <b>Category</b>        | <b>Applicant's Initials</b> |
|------------------------|-----------------------------|
| Job Performance        | _____                       |
| Attendance/Punctuality | _____                       |
| Attitude               | _____                       |
| Job Knowledge          | _____                       |
| Reliability            | _____                       |
| Trustworthiness        | _____                       |
| Employment Dates       | _____                       |

Reason for Leaving Previous Employer \_\_\_\_\_

Applicant Signature \_\_\_\_\_ Date \_\_\_\_\_

Witness Signature \_\_\_\_\_ Date \_\_\_\_\_