



REQUEST FOR REFERENCE

TO: _____ DATE: _____

_____ has applied for a position at Apostolic Christian Home, Inc. We would appreciate any information that you could provide. Please complete the following section and mail this form back to the address above or fax it to 330-927-1020 Attention: Human Resources. Please respond within three (3) business days.

I give my permission to release all of the below information to the Apostolic Christian Home, Inc.

Signature

Date

Dates of employment: From _____ To _____

Position held: _____

	Good	Fair	Poor	Other
Attendance:	_____	_____	_____	_____
Attitude:	_____	_____	_____	_____
Knowledge of job:	_____	_____	_____	_____

Any additional comments: _____

If you have any questions or comments, please contact Sharon Oliver, Human Resources, at (330) 927-1010. Thank you.

Signature of person completing this form

Title

Printed name of person completing this form

Date