

Use the Tab key to advance to the next field, shift-Tab to reverse the order. (This field won't print.)

AUTHORIZATION FOR EMPLOYMENT REFERENCE

I hereby authorize any present or former employer of mine to furnish with any and all information concerning my employment with and separation from employment with that employer. Information that may be released includes, by way of example, but is not limited to, my date(s) of employment; position(s) held; job duties; ability to work independently and level of supervision required; compensation and benefits; information concerning my performance, attitude, work ethic, skills, qualifications, strengths, weaknesses, quality and quantity of work, and attendance; any disciplinary action; and the reason for my separation from employment. I also authorize any present or former employer to inform _____ whether the employer would recommend me for employment as well as whether the employer would rehire me in the same position if given the opportunity.

I authorize any present or former employer to provide the released information verbally or in writing.

I release all parties from all liability for any damage that may result from furnishing any and all information concerning my employment and separation from employment. I also release _____ and its employees and agents from all claims, demands, suits, and liability for any damages and/or costs arising from conducting this employment reference check.

I authorize any current or former employer to accept a photocopy of this authorization with the same authority as the original, and I specifically waive any written notice from any present or former employer who may provide information based upon this authorized request.

Name (please print): _____

Signature: _____

Address: _____

Social Security Number (will be used for identification purposes only): _____