

Date _____

Reference Request Form

Dear _____

About us. **We are name of organisation, and a one line description of what you do. e.g. we support parents of children under 5 in Lewisham.**

Name of potential volunteer has offered his skills as a (role description enclosed) and has given your name as a referee. Please answer the questions below as thoroughly as possible and return this form back to me by .

With thanks

Name _____

How long have you know the applicant?	
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In what capacity?	
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Ability to work as part of a team:	
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Reliability:	
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Please add any other information about the candidate you would like us to know.	
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Please sign _____ Date _____

Thank you for taking time to complete this form.